

ORDINANCE NO. 138-15

**AN ORDINANCE TO AMEND SECTION 234.01 OF THE CODIFIED ORDINANCES
OF THE CITY OF AVON TO ESTABLISH PETTY CASH FUNDS
AND CHANGE FUNDS USED IN THE ORDINARY COURSE
OF THE BUSINESS OF THE CITY
AND DECLARING AN EMERGENCY**

WHEREAS, the City maintains various petty cash and change funds at City Hall and at the Police Department for specific purposes; and

WHEREAS, the amount of transactions and overall activity has increased at City Hall and within the Police Department; and

WHEREAS, the need for additional currency to make change for walk-up customers at City Hall is needed; and

WHEREAS, Council has considered the appropriateness of amending Section 234.01 and deems it in the best interests of the health, safety and welfare of the community that this amendment pertaining to amendments to the Petty Cash Fund should be adopted.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
AVON, LORAIN COUNTY, OHIO:**

Section 1 - That Section 234.01 which currently reads as follows:

234.01 PETTY CASH AND CHANGE FUNDS.

To provide for the efficient operation of the City, Petty Cash Funds and Change Funds are established as follows:

- (a) A Petty Cash Fund in the Finance Department with a limit of one hundred dollars (\$100.00);
- (b) A Petty Cash Fund in the Police Department with a limit of twenty dollars (\$20.00);
- (c) A Petty Cash Fund at the Avon Aquatic Facility with a limit not to exceed seven hundred and fifty dollars (\$750.00);
- (d) A Change Fund for the Mayor's Court with a limit of one hundred dollars (\$100.00);
- (e) An Imprest Cash Fund for miscellaneous local receipts with a limit of two hundred dollars (\$200.00); and (Ord. 94-93. Passed 9-13-93.)
- (f) A Furtherance of Justice Imprest Cash Fund with a limit of one thousand dollars (\$1,000). (Ord. 128-95. Passed 9-11-95; 70-15. Passed 6-8-15.)

shall be amended as follows: (new language in bold print; deleted text stricken)

234.01 PETTY CASH AND CHANGE FUNDS.

To provide for the efficient operation of the City, Petty Cash Funds and Change Funds are established as follows:

- (a) A Petty Cash Fund in the Finance Department with a limit of **two** hundred dollars **(\$200.00)**;
- ~~(b) A Petty Cash Fund in the Police Department with a limit of twenty dollars (\$20.00);~~
- (b) A Petty Cash Fund at the Avon Aquatic Facility with a limit not to exceed seven hundred and fifty dollars (\$750.00);
- (c) A Change Fund for the Mayor's Court with a limit of one hundred dollars (\$100.00);
- (d) An Imprest Cash Fund for miscellaneous local receipts with a limit of **three** hundred dollars **(\$300.00)**; and (Ord. 94-93. Passed 9-13-93.)
- (e) A Furtherance of Justice Imprest Cash Fund with a limit of **two** thousand dollars **(\$2,000.00)**; and
- (f) **A Law Enforcement Trust Imprest Cash Fund with a limit of one thousand dollars (\$1,000.00).**
(Ord. 94-93. Passed 9-13-93; Ord. 128-95. Passed 9-11-95; **Ord. 70-15. Passed 6-8-15.**)

Section 2 - The codifier is hereby instructed to insert the amendments into the Codified Ordinances of the City of Avon as set forth herein.

Section 3 - That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4 - That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety and welfare of the citizens of the City of Avon, the immediate emergency being the necessity to amend Section 234.01 to establish petty cash funds and change funds to be used in the ordinary course of business in the City of Avon; therefore, this Ordinance shall be in full force and effect immediately upon its passage and approval by the Mayor.

PASSED: _____ DATE SIGNED: _____

Ordinance No. 138-15 (Con't)

By: _____
Craig L. Witherspoon, Council President

DATE APPROVED BY THE MAYOR: _____

Bryan K. Jensen, Mayor

APPROVED AS TO FORM:

John A. Gasior, Law Director

ATTEST:

Ellen R. Young
Clerk of Council

Posted: _____
In Five Places as
Provided by Council

Prepared By:
John A. Gasior, Esq.
Law Director