

RESOLUTION NO. M-2606

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON,
CONCERNING PETTY CASH AND CHANGE FUNDS**

WHEREAS, the Washington State Auditor requires that all petty cash and change funds be established by resolution; and

WHEREAS, the Olympia City Council adopted Resolution No. M-2466 on October 3, 2023, establishing the City's petty cash and change funds; and

WHEREAS, Resolution No. M-2466 established a \$200.00 petty cash fund for the Parks – The Olympia Center; and

WHEREAS, the Parks and Recreation Department does not utilize the petty cash/imprest fund and therefore wishes to eliminate it; and

WHEREAS, there is a need for the Olympia Police Department to establish a petty cash fund in the amount of \$5,000 to assist with purchasing specific information relevant to criminal investigations.


NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE as follows:

Section 1. Resolution M-2466 is repealed.

Section 2. The following petty cash and change funds are hereby authorized:

<u>Petty Cash</u>	Amount
Fleet Department	\$570.00
Fire Department	200.00
OPD Investigation Fund	5,000.00
<u>Change Funds</u>	Amount
City Hall - Customer Care	\$1,450.00
Olympia Municipal Court	250.00
Probation	50.00
Police Department – City Hall	300.00
The Olympia Center – Main Counter	1,000.00
The Olympia Center – Change Machine	270.00
Community Planning & Development	1,000.00
Yard Waste/ Organics Drop-Off	100.00


PASSED BY THE OLYMPIA CITY COUNCIL this 22nd day of April 2025.


MAYOR

ATTEST:

Sean Krier
CITY CLERK

APPROVED AS TO FORM:


Senior Deputy City Attorney