




Deschutes County Board of Commissioners
1300 NW Wall St., Suite 200, Bend, OR 97701-1960
(541) 388-6570 - Fax (541) 385-3202 - www.deschutes.org

AGENDA REQUEST & STAFF REPORT

For Board Business Meeting of December 21, 2015

Please see directions for completing this document on the next page.

DATE: December 15, 2015

FROM: Wayne Lowry  Finance Phone # (541) 388-6559

TITLE OF AGENDA ITEM:

Consideration and signature of Resolution #2015-114, rescinding the Authorization of a Change Fund and a Petty Cash Fund for the Deschutes County Victims' Assistance Fund.

PUBLIC HEARING ON THIS DATE? NO

BACKGROUND AND POLICY IMPLICATIONS:

Consideration of Resolution #2015-114 to rescind the authority for the Victims' Assistance Fund to have a change fund and a petty cash fund. The Victims' Assistance Fund no longer has a need for these funds. This resolution rescinds Resolution No. 99-048 and Resolution No. 2010-101, the resolutions authorizing such funds.

FISCAL IMPLICATIONS:

None

RECOMMENDATION & ACTION REQUESTED:

Approval and signature of Resolution #2015-114.

ATTENDANCE: Wayne Lowry

DISTRIBUTION OF DOCUMENTS:

Wayne Lowry, Finance Department 388-6559
John Hummel, District Attorney 317-3134

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

A Resolution Rescinding the Authorization of a
Change Fund and a Petty Cash Fund for the
Deschutes County Victim's Assistance Fund

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RESOLUTION NO. 2015-114

WHEREAS, the Deschutes County Victims' Assistance Fund no longer needs a change fund nor a petty cash fund to transact its business; and,

WHEREAS, the Deschutes County Victims' Assistance Fund has returned such funds to the Deschutes County Treasurer's Office; now, therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the authority for the Deschutes County Victims' Assistance Fund change fund and petty cash fund is hereby rescinded.

Section 2. That Resolution No. 99-048 and Resolution No. 2010-101, that originally gave authorization for such funds, are hereby rescinded.

DATED this _____ st day of December, 2015.

BOARD OF COUNTY COMMISSIONERS
OF DESCHUTES COUNTY, OREGON

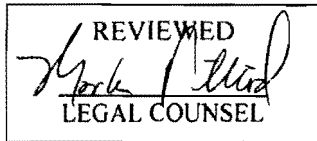
ANTHONY DEBONE, Chair

ATTEST:

ALAN UNGER, Vice-Chair

Recording Secretary

TAMMY BANEY, Commissioner



BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

A Resolution Creating a Change Fund
For Deschutes County Victims' Assistance
In the amount of \$100.

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RESOLUTION NO. 2010-101

WHEREAS, the Deschutes County Victims' Assistance Department needs a cash change fund in the amount of \$100 to transact its business; and,

WHEREAS, the Deschutes County Victims' Assistance Department's object and purpose of the fund is to facilitate cash transactions; now, therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the Finance Director make the appropriate entries in the Deschutes County Budget document to show the above appropriations.


DATED this 25 th day of August, 2010.

BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON


DENNIS R. LUKE, Chair


ALAN UNGER, Vice-Chair

ATTEST:


Bonnie Baker
Recording Secretary


- absent -
TAMMY BANEY, Commissioner

CJ 1999-1000

REVIEWED

LEGAL COUNSEL

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

A Resolution Establishing a Petty Cash Fund
Account for Handling Minor Disbursements for the Victims'
Assistance Program and Providing Procedures

* 99 OCT 14 AM 10:42
*
* MARY SUE PENHOLLOW
COUNTY CLERK

RESOLUTION NO. 99-048

WHEREAS, the Victim's Assistance Program of Deschutes County has a need for a petty cash fund for handling minor disbursements; and

WHEREAS, ORS 294.465 provides that imprest cash accounts for handling minor disbursements must be established by resolution of the Board of County Commissioners; now therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, as follows:

Section 1. That a petty cash fund for the handling of minor disbursements relating to the Victims' Assistance Program be established.

Section 2. That \$200.00 from Victims' Assistance Program, account number 212-1100-412.61-55, Office Supplies, be transferred to the fund.

Section 3. That the object and purpose of the fund is to pay minor disbursements relating to the Victims' Assistance Program.

Section 4. Depletions from the fund may be replenished from account 212-1100-412.61-55, Office Supplies line item.

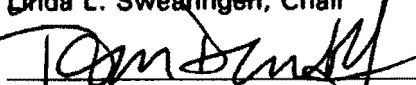
Section 5. Expenditure of funds out of the petty cash fund shall be supported by a receipt or record for the expenditure. An accounting of all such expenditures shall be maintained with the account records.

Section 6. No person shall expend or encumber, or authorize expenditure or encumbrance of funds from this fund in excess of the balance of the fund or for a purpose for which there is no appropriation or source or reimbursement authorized at that time.

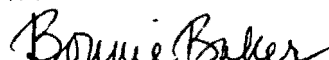
Dated this 13th day of October, 1999.


BOARD OF COUNTY COMMISSIONERS OF
DESCHUTES COUNTY, OREGON


Linda L. Swearingen, Chair


T. N. DeWolf, Commissioner

ATTEST:


Bonnie Baker
Recording Secretary


Dennis R. Luke, Commissioner