

RESOLUTION NO. 4448

CITY OF MOUNDS VIEW  
COUNTY OF RAMSEY  
STATE OF MINNESOTA

ESTABLISHING A PETTY CASH FUND

WHEREAS, Minnesota Statutes Section 471.56, Subdivision 5, authorizes the Council to establish an imprest, petty cash fund;

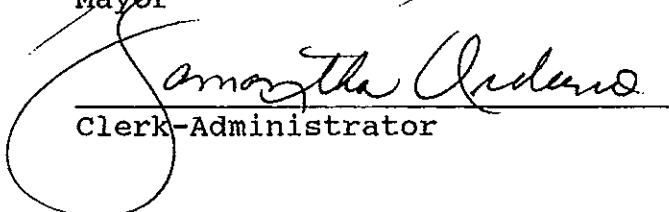
NOW, THEREFORE, BE IT RESOLVED, that the Council does hereby establish a Petty Cash Fund for the purpose of paying claims against the City which are impractical to pay in any other manner. Said Fund shall be regulated in the following manner:

- 1) the sum of three hundred dollars shall be deposited in the Fund and shall be maintained as the Fund Balance;
- 2) the Treasurer, or Treasurer's designate, shall be the custodian of the Fund;
- 3) monies shall be disbursed by the custodian only for proper claims against the City which are impractical to pay in any other manner;
- 4) all such claims shall be authorized by the appropriate department head prior to disbursement by the custodian;
- 5) no such claim shall exceed twenty-five dollars;
- 6) no claims shall be for salary or reimbursement of any personal expense of a City officer or employee;
- 7) the custodian of the Fund shall regularly submit the claims to the Council with a request for transfer of monies from the appropriate funds in order to maintain said Fund.

Adopted this 13th day of December, 1993.

(SEAL)

  
Mayer

  
Clerk-Administrator