

1 RESOLUTION NO. 2014-031

Late Filing

2
3 SPONSOR Mr. Pry

4
5 DATE January 27, 2014

COMMITTEE Planning

6
7 **A Resolution establishing a Permanent Change Fund for the County Executive's**
8 **Department of Community and Economic Development – Division of Building Standards,**
9 **in the amount of \$1,050.00, for the clerks' cash drawers, for the Executive's Department of**
10 **Community and Economic Development – Division of Building Standards, and declaring**
11 **an emergency.**

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13 WHEREAS, the clerks of the County Executive's Department of Community and
14 Economic Development – Division of Building Standards ("Building Standards") are responsible
15 for accepting and processing building permit and plans review applications; and

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17 WHEREAS, as part of the performance of their jobs, the Building Standards clerks
18 accept payments for associated fees, and need cash on hand to make change for cash payments
19 from time to time; and

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21 WHEREAS, the Department of Internal Audit has recently advised that the Building
22 Standards clerks should each have separate cash drawers, rather than the previous practice of
23 sharing one drawer amongst all of the clerks; and

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25 WHEREAS, as a result of the Department of Internal Audit's recommendation, it is
26 necessary to establish a Building Standards Permanent Change Fund in the amount of \$1,050.00,
27 in order to provide \$150.00 in cash for each of the seven cash drawers that will be maintained by
28 Building Standards; and

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30 WHEREAS, this Council finds and determines, after reviewing all pertinent information,
31 that it is necessary and in the best interest of this Council to establish a Permanent Change Fund
32 for Building Standards in the amount of \$1,050.00.

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34 NOW, THEREFORE, BE IT RESOLVED, by the Council of the County of Summit,
35 State of Ohio, that:

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37 SECTION 1

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39 The Permanent Change Fund for use by Building Standards clerks for making change out
40 of their cash drawers in the process of accepting fees associated with the acceptance and
41 processing of building permits and plans review applications is hereby established at \$1,050.00.

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43 SECTION 2

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45 The Fiscal Officer shall issue a warrant payable to the order of the Assistant Director of
46 Community and Economic Development that oversees Building Standards. Such Assistant
47 Director shall endorse and cash the warrant and deposit such money into the cash drawers to be
48 used by the Building Standards clerks.

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2 PAGE TWO

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4 SECTION 3

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6 The Building Standards Permanent Change Fund shall remain fixed at \$1,050.00 unless
7 modified by further action of this Council.

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9 SECTION 4

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11 This Resolution is hereby declared to be an emergency in the interest of the health, safety
12 and welfare of the citizens of the County of Summit and for the further reason that it is necessary
13 to immediately comply with the recommendation of the Department of Internal Audit.

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15 SECTION 5

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17 Provided this Resolution receives the affirmative vote of eight members, it shall take
18 effect immediately upon its adoption and approval by the Executive; otherwise it shall take effect
19 and be in force at the earliest time provided by law.

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21 SECTION 6

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23 It is found and determined that all formal actions of this Council concerning and relating
24 to the adoption of this Resolution were adopted in an open meeting of this Council, and that all
25 deliberations of this Council and any of its committees that resulted in such formal action were in
26 meetings open to the public, in compliance with legal requirements, including Section 121.22 of
27 the Ohio Revised Code.

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29 INTRODUCED January 6, 2014

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31 ADOPTED January 27, 2014

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35 CLERK OF COUNCIL


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37 PRESIDENT OF COUNCIL

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39 APPROVED January 28, 2014

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41 EXECUTIVE

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43 ENACTED EFFECTIVE January 28, 2014

Voice Vote: 11-0 YES: Comunale, Crawford, Feeman, Kostandaras,
Kurt, Lee, Prentice, Rodgers, Roemer, Schmidt, Shapiro