

1 RESOLUTION NO. 2017-504

**First Reading Passage Requested**  
**(C. Krauss)**

2  
3 SPONSOR Ms. Shapiro

4  
5 DATE November 27, 2017

COMMITTEE Planning

6  
7 **A Resolution amending Resolution No. 2014-031 to increase the amount of the Permanent**  
8 **Change Fund to \$1,350.00 for the clerks' cash drawers at the County Executive's**  
9 **Department of Community and Economic Development-Building Standards, for the**  
10 **Executive's Department of Community and Economic Development-Division of Building**  
11 **Standards, and declaring an emergency.**

12  
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 advised that the Building Standards clerks  
22 should each have separate cash drawers, rather than the previous practice of sharing one drawer  
23 amongst all of the clerks; and

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25 WHEREAS, County Council previously adopted Resolution No. 2014-031, which  
26 established a Building Standards Permanent Change Fund in the amount of \$1,050.00, in order to  
27 provide \$150.00 in cash for each of the cash drawers that will be maintained by Building  
28 Standards; and

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30 WHEREAS, two additional clerks have been hired at Building Standards, requiring two  
31 additional cash drawers, which makes it necessary to amend Resolution No. 2014-031 to  
32 increase the amount of the Permanent Change Fund by \$300.00 to \$1,350.00; and

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34 WHEREAS, this Council finds and determines, after reviewing all pertinent information,  
35 that it is necessary and in the best interest of this Council to amend Resolution No. 2014-031 to  
36 increase the amount of the Permanent Change Fund to \$1,350.00;

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

40  
41 SECTION 1

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43 Section 1 of Resolution No. 2014-031 is hereby amended to increase by \$300.00, for a  
44 total amount of \$1,350.00, the Permanent Change Fund for use by clerks at the County  
45 Executive's Department of Community and Economic Development-Building Standards, for  
46 making change out of their cash drawers in the process of accepting fees associated with the  
47 acceptance and processing of building permits and plans review applications.

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Voice Vote: 11-0 YES: Crawford, Dickinson, Donofrio, Feeman, Hamilton, Koehler, Prentice, Rodgers, Schmidt, Walters, Wilhite

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SECTION 2

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

SECTION 3

The Building Standards Permanent Change Fund shall remain fixed at \$1,350.00 unless modified by further action of this Council.

SECTION 4

This Resolution is hereby declared to be an emergency in the interest of the health, safety and welfare of the citizens of the County of Summit and for the further reason that it is necessary in order to immediately increase the Permanent Change Fund made necessary by the hiring of two additional clerks at Building Standards.

SECTION 5

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

SECTION 6

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

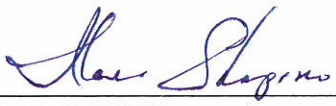
INTRODUCED November 27, 2017

ADOPTED November 27, 2017

  
\_\_\_\_\_  
CLERK OF COUNCIL

  
\_\_\_\_\_  
PRESIDENT OF COUNCIL

APPROVED November 28, 2017

  
\_\_\_\_\_  
EXECUTIVE

ENACTED EFFECTIVE November 28, 2017