

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	July 15, 2024	
<b>Name of Agenda Item:</b>	ORD-24-1690 Amending the Municipal Code Pertaining to the Petty Cash Funds	
<b>Section of Agenda:</b>	Consent	
<b>Department:</b>	Finance	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input checked="" type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
<b>Legal Review:</b>	<input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required	
<b>Attachments:</b>	ORD-24-1690	
<b>Summary Statement:</b>	<p>Currently, there are three petty cash funds named within the City of Lynden’s Municipal Code. One each for: Finance, Public Works and the Police Department, at \$350 each. These funds are no longer being used. As Cash is a high-risk item subject to misappropriation or loss, it is prudent to minimize both the number and value of available cash items. Ordinance 24-1690 will amend the municipal code to repeal the portions of the Petty Cash Funds for Finance, Public Works and the Police Department, and adjust the full balance of the Petty Cash fund from \$1,550 to \$500.</p>	
<b>Recommended Action:</b>	The City Council give consent approval of ORD-24-1690 and authorize the Mayor’s signature.	