

RESOLUTION NO. 2017- 6

**A RESOLUTION ESTABLISHING A PETTY CASH FUND OF \$80 FOR PLANNING & ZONING**

**WHEREAS**, the City of Cherokee Village Planning & Zoning Dept. is in need of a Petty Cash Fund; and,

**WHEREAS**, in order to minimize bookkeeping, any purchases under \$25.00 should be taken out of the Petty Cash Fund.

**NOW THEREFORE**, it be resolved by the City Council of Cherokee Village with the concurrence of the Mayor

- At all times, the cash on hand, plus the receipts for disbursements, must always equal \$80.00
- Whenever the cash falls below \$10.00, a check will be issued in the amount equaling the difference between \$80.00 and the cash on hand.

**PASSED AND APPROVED BY THE CHEROKEE VILLAGE CITY COUNCIL**

Date: 3/17/2017

Approved: Russell Stokes, Jr.  
Russell Stokes, Jr., Mayor

Attest: Deborah Weichinger  
Deborah Weichinger, City Clerk