RESOLUTION No. 2015-03

A RESOLUTION BY THE MASON TRANSIT AUTHORITY
ESTABLISHING CASH DRAWERS FOR THE TRANSIT-COMMUNITY CENTER
BUS FARE SALES AND INCREASING PETTY CASH

Whereas, the need exists to establish two locked cash drawers to secure passes available for sale and to make change; and

Whereas, the cash drawers should be assigned to the Transit-Community Center Manager or designee to maintain adequate internal controls and accountability for passes, cash, and sales records; and

Whereas, the need exists to increase the petty cash fund by $200.00, to a total of $400.00 for all facilities.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Mason Transit Authority Board that two locked cash drawers be established and assigned to the Transit-Community Center Manager in the amount of $100.00 each and that the Petty Cash fund be increased to $400.00.

Dated this 17th day of March, 2015.

Mike Olsen, Chair

Deborah Peterson, Vice-Chair

John Campbell, Authority Member

Rick Johnson, Authority Member

Tim Sheldon, Authority Member

Cheryl Williams, Authority Member

APPROVED AS TO CONTENT: Brad Patterson, General Manager

APPROVED AS TO FORM: Robert W. Johnson, Legal Counsel

ATTEST: Jen A. Wood, Clerk of the Board
DATE: 3/17/15