

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44

From the Milwaukee County Comptroller, Office of the Comptroller, requesting authorization to amend Section 15.17 of the Milwaukee County Code of General Ordinances to remove three inactive imprest funds, by recommending adoption of the following:

**AN AMENDED RESOLUTION/ORDINANCE**

WHEREAS, Section 15.17-Departmental Imprest fund of the Milwaukee County Code of General Ordinances (the Code) establishes authority for departments to maintain petty cash accounts; and

WHEREAS, as part of the Office of the Comptroller’s duties to assist in the audit of these accounts, it has been determined that some of the accounts are no longer active and the authority to maintain these accounts should be removed from the Code; and

WHEREAS, subsequent to the submission of this resolution, the Executive Director of the UW-Extension requested the Office of the Comptroller to delete their imprest account and the Interim Director of Health and Human Services requested to reduce the funding of their GO Pass program imprest fund from \$2,000 to \$1,000; and

WHEREAS, these petty cash funds include Airport change making (already listed as closed), Department of Health and Human Services Emergency Grants closed in 2016, GO Pass reduction in authorized amount, UW-Extension imprest fund closure, and Department of Family Care, which was divested from Milwaukee County in 2016; and

WHEREAS, the Committee on Finance and Audit, at its meeting of December 11, 2017, recommended adoption of File No. 17-786 as amended (vote 6-0); now, therefore,

BE IT RESOLVED, Section 15.17 of the Milwaukee County Code of General Ordinances is hereby amended to remove ~~three~~ four closed and inactive imprest (petty cash) accounts, including: Department of Transportation-Airport (change making) Department of Human Services (Emergency Grants), ~~and~~ Department of Family Care (petty cash), and UW-Extension; and

BE IT FURTHER RESOLVED, that Section 15.17 of the Milwaukee County Code of General Ordinances is also hereby amended to reduce the Department of Human Services GO Pass program imprest fund authority by \$1,000, from \$2,000 to \$1,000; and

45  
46  
47  
48  
49  
50  
51  
52  
53  
54

BE IT FURTHER RESOLVED, to effectuate the departmental changes to the imprest funds, the Milwaukee County Board of Supervisors hereby adopts the following:

**AN ORDINANCE**

The County Board of Supervisors of the County of Milwaukee does hereby ordain as follows:

**SECTION 1.** Section 15.17 (2) is amended as follows:

			Amount	Bankable
(a)	1.	County board—Travel	\$750	yes
	2.	County board—Except travel	500	yes
(b)		County executive—General office	300	no
(c)		Corporation counsel	700	yes
(d)		Department of human resources	200	yes
(e)		Child support enforcement	8,000	yes
(f)		Register in probate	200	yes
(g)		Clerk of circuit court—Adm	700	yes
(h)		Clerk of circuit court—Criminal	500	yes
(i)		Clerk of circuit court—Civil	1,150	yes
(j)		County treasurer	100	yes
(k)		County clerk	200	yes
(l)		Register of deeds	1,300	yes
(m)		Medical examiner	100	yes
(n)		Sheriff	5,000	yes
(o)		House of correction	1,500	yes
(p)		District attorney	4,000	yes
(q)	1.	DOT—Airport (general operations)	4,500	yes
	2.	DOT—Airport (parking structure refunds)	2,500	yes
	<del>3.</del>	<del>DOT—Airport (change-making)</del>	<del>closed</del>	<del>yes</del>

	4. <u>3.</u>	DOT—Airport (employee parking refunds)	2,500	yes
(r)	1.	DOT—Support services	500	yes
	2.	DOT—Highway maintenance	150	no
	3.	DOT—Fleet maintenance	150	yes
(s)		<del>DHHS</del> —Behavioral health division	7,000	yes
(t)		Department on aging		
	1.	Petty cash	200	no
(u)	4.	<u>Health and human services</u> <del>Human services (fund A— emergency grants)</del>	<del>3,500</del>	yes
	<del>2.</del> <u>1.</u>	Human services ( <del>fund B—</del> general operations)	1,000	yes
	<del>3.</del> <u>2.</u>	Human services ( <del>fund C—</del> GO Pass program)	<del>2,000</del> <u>\$1,000</u>	yes
(v)		Clerk of circuit court—Children	250	yes
(w)	1.	Park, recreation and culture (May—Oct.)	63,000	yes
	2.	Park, recreation and culture (Nov.—Apr.)	42,155	yes
(x)	1.	Zoological gardens (Apr.—Nov.)	75,000	yes
	2.	Zoological gardens (Dec.—Mar.)	32,000	yes
<del>(y)</del>		<del>County extension service</del>	<del>70</del>	<del>no</del>
<del>(z)</del> <u>(v)</u>		Office of emergency management	200	no
<del>(aa)</del> <u>(z)</u>		Office of the comptroller	100	no
<del>(bb)</del> <u>(aa)</u>		Election commission	50	no
<del>(cc)</del>		<del>Department of family care (petty cash)</del>	<del>200</del>	<del>no</del>
<del>(dd)</del> <del>(cc)</del> <u>(bb)</u>		Department of administrative services	750	no

56 **SECTION 2.** The provisions of this Ordinance shall become effective upon passage  
57 and publication.

58

59

60 jmj

61 12/11/17

62 U:\Committees\2017\Dec\FA\Resolutions\17-786 imprest fund ordinance.docx