



TOWN OF JEROME, ARIZONA

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715

Founded 1876
Incorporated 1899

ORDINANCE NO. 385

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING ARTICLE 3, "PURCHASING SYSTEM," OF CHAPTER 3, "ADMINISTRATION," OF THE JEROME TOWN CODE REGARDING PETTY CASH FUNDS

WHEREAS, the Town Manager has recommended that Section 3-3-8 of the Town Code be amended to allow for separate petty cash funds to be established for the Town Library, the Police Department and the Fire Department; and

WHEREAS, she has further recommended that this section be updated to reflect the current maximum petty cash fund authorization of \$275.00, and to increase the cap on individual expenditures from the fund from \$20.00 to \$50.00; and

WHEREAS, the Mayor and Council concur with these recommendations and wish to amend the Town Code accordingly;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Jerome, Yavapai County, Arizona, as follows:

Section 1. Section 3-3-8, "Petty Cash Fund," of Article 3, "Purchasing System," of Chapter 3, "Administration" is hereby amended as follows (deletions in ~~strikeout~~ text; additions in **bold underlined** text):

Expenditures under ~~twenty~~ **fifty** dollars (~~\$20.00~~**50.00**) may be made from a petty cash fund and supported by receipts. The purchasing officer may establish ~~such~~ petty cash funds **for administration, the library, the police department and/or the fire department** in an amount he/she deems necessary, but ~~not to~~ **no fund shall** exceed two hundred **and seventy five** dollars (~~\$200.00~~**275.00**) without approval of the Town Council.

Section 2. Following its adoption, this ordinance shall be published by the Town Clerk in accordance with the requirements of A.R.S. 39-203 *et seq.*

Section 3. All ordinances or parts of ordinances that are in conflict with the provisions of this Ordinance are hereby repealed to the extent of their inconsistency herewith.

Section 4. Should any section or provision of this ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of the Town Code as a whole or any part thereof other than the part so declared invalid.

Section 5. This Ordinance shall take effect 30 days after final adoption, as provided by law.



For TTY Access, Call the Arizona Relay Service at 1-800-367-8939 and ask for Town of Jerome at 928-634-7943



Jerome Town Hall Located at 600 Clark Street, Jerome Civic Center

FINALLY APPROVED this 8th day of March, 2011.

Jay Kinsella, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

Kathleen G. Williamson, Williamson & Young, PC
Town Attorney

Date of First Reading: 2/8/2011	Date of Adoption: 3/8/11			
	<i>Ayes</i>	<i>Nays</i>	<i>Absent</i>	<i>Abstain</i>
	5	0		
Date Published: 3/18/11				