



BOISE COUNTY

RESOLUTION #2016-18

A BOISE COUNTY RESOLUTION ADOPTING BOISE COUNTY CASH HANDLING POLICY, AS AMENDED FOR ALL DEPARTMENTS

WHEREAS, the Board of County Commissioners recognizes the need to adopt a uniform policy that addresses the appropriate guidelines for handling cash; and

WHEREAS, the Board of County Commissioners recognizes the need to adopt cash handling procedures that are tailored to the specific operations of each department within Boise County; and

WHEREAS, the Board of County Commissioners recognizes the need for consistency in the documentation of departmental funds submitted; and

WHEREAS, the Board of County Commissioners considers it necessary to establish a specific time frame in which departments must submit their funds on a daily basis, and that all department funds must be submitted to the Clerk's Office between the weekday hours of 8:00 a.m. and 11:00 a.m.; and

WHEREAS, the Board of County Commissioners established a policy setting forth cash handling procedures for each department of the County, including a **transmittal template that is used consistently throughout the County for the receipting of funds**, and said procedures and template are reflected on the attached Exhibit A and B; and

WHEREAS, the Board of County Commissioners recognizes the need for an amendment to the procedures utilized by the Treasurer's Office and the Solid Waste Department;

NOW THEREFORE BE IT RESOLVED, that the Board of Boise County Commissioners does hereby rescind Boise County Resolution #2016-05, and

IT IS FURTHER RESOLVED that Resolution #2016-19, known as the Boise County Cash Handling Policy, be effective as of March 29, 2016.

APPROVED and ADOPTED in open session this 29th day of March, 2016.

BOISE COUNTY BOARD OF COMMISSIONERS



ALAN D. WARD, Chairman



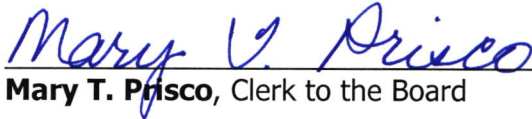
ROGER B. JACKSON, Commissioner



LAURA L. BAKER, Commissioner



ATTEST:



Mary T. Prisco, Clerk to the Board