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CLARK COUNTY STAFF REPORT

DEPARTMENT: **Juvenile Court Services**

DATE: December 24th, 2012

REQUEST: **Accept \$200.00 Petty Cash back into the General Fund.**

CHECK ONE: X Consent CAO

BACKGROUND

The Juvenile Court's Petty Cash Fund, in the amount of \$200.00, has not been used since 2008 or 2009, when the Clerk's Office moved into the space here at Juvenile Court. It is the recommendation of the Auditor's office, custodian, and the management of Juvenile Court to close this petty cash fund.

COMMUNITY OUTREACH

None

BUDGET AND POLICY IMPLICATIONS

None

FISCAL IMPACTS

None

ACTION REQUESTED

Upon approval of the board, the Petty Cash Fund at Juvenile Court will be closed and the \$200 cash will be deposited with the treasurer's office.

DISTRIBUTION

Send an approved copy to: Auditor – Paul Harris; Treasurer's Office; Juvenile – Deanne Paris


 Patrick Escamilla
 Juvenile Court Administrator

Approved:


 CLARK COUNTY
 BOARD OF COMMISSIONERS

January 8, 2013
SR 02-13