

**DANE COUNTY
POLICY AND FISCAL NOTE**

| | | |
|--|-------------------------------------|-------------------------------|
| <input checked="" type="checkbox"/> Original | <input type="checkbox"/> Update | Substitute No. _____ |
| Sponsor: Supervisor <u>Rusk</u> | | Resolution No. 2020 RES-012 |
| Vote Required: | | Ordinance Amendment No. _____ |
| Majority <input checked="" type="checkbox"/> | Two-Thirds <input type="checkbox"/> | |

Title of Resolution or Ord. Amd.:

AUTHORIZING INCREASING THE DANE COUNTY REGIONAL AIRPORT REVOLVING CASH FUND

Policy Analysis Statement:

Brief Description of Proposal -

Dane County Regional Airport (DCRA) is requesting an increase in its revolving cash fund from \$10,000.00 to \$13,900.00. The purpose is to provide adequate change funds in the correct denominations necessary for Toll Booth Attendants to provide a high level of customer service for increased customer activity year over year. The last increase to these funds was approved via Resolution 292 during the 2003-2004 Board Year.

Current Policy or Practice -

DCRA has a revolving cash fund of \$10,000, \$500 of which is used for petty cash and \$9,500 of which is used for cash register change for parking facility Toll Booth Attendants.

Impact of Adopting Proposal -

DCRA will improve its ability to provide quality customer service with consistent and proper internal control of change funds.

Fiscal Estimate:

Fiscal Effect (check all that apply) -

- No Fiscal Effect
- Results in Revenue Increase
- Results in Expenditure Increase
- Results in Revenue Decrease
- Results in Expenditure Decrease

Budget Effect (check all that apply)

- No Budget Effect
 - Increases Rev. Budget
 - Increases Exp. Budget
 - Decreases Rev. Budget
 - Decreases Exp. Budget
 - Increases Position Authority
 - Decreases Position Authority
- Note: if any budget effect, 2/3 vote is required

Narrative/Assumptions about long range fiscal effect:

Expenditure/Revenue Changes:

| | Current Year | | Annualized | | | Current Year | | Annualized | |
|-----------------------|--------------|----------|------------|----------|-------------------|--------------|----------|------------|----------|
| | Increase | Decrease | Increase | Decrease | | Increase | Decrease | Increase | Decrease |
| Expenditures - | | | | | Revenues - | | | | |
| Personal Services | | | | | County Taxes | | | | |
| Operating Expenses | | | | | Federal | | | | |
| Contractual Services | | | | | State | | | | |
| Capital | | | | | Other | | | | |
| Total | \$0 | \$0 | \$0 | \$0 | Total | \$0 | \$0 | \$0 | \$0 |

Personnel Impact/FTE Changes:

None

Prepared By:

| | |
|-----------------------------|--------------------------|
| Agency: Airport | Division: Administration |
| Prepared by: Rick Fairchild | Date: 4/22/2020 |
| Reviewed by: Gene Meyers | Phone: 246-3384 |
| | Date: 4/22/2020 |
| | Phone: 246-3391 |