

2020 RES-012

AUTHORIZING INCREASING THE DANE COUNTY REGIONAL AIRPORT REVOLVING
CASH FUND

The Dane County Regional Airport has a revolving cash fund that is used to provide change funds for Parking Division Toll Booth Attendants who process parking transactions. In order to provide exemplary customer service in the face of increased customer activity year over year, which is also driving an increased number of cash payments at the Dane County Regional Airport, it is necessary to increase the change funds available for cashiering procedures.

The current fund of \$9,500.00 along with an airport petty cash fund of \$500.00 for a total Revolving Fund of \$10,000.00 is insufficient to provide adequate change funds to all Toll Booth Attendants over a given week, and insufficient to provide the correct number of bill denominations necessary to provide a high level of customer service. The change fund amount required to provide an adequate number of funds per week, with appropriate bill denominations, is \$13,900.00, \$500.00 of which is designated for airport petty cash. This Airport Revolving Fund was last increased to the current \$10,000.00 amount via Resolution 292 during the 2003 – 2004 Board Year.

NOW THEREFORE BE IT RESOLVED, that the Dane County Regional Airport Revolving Cash Fund be increased from \$10,000.00 to \$13,900.00.