

**RESOLUTION NO. 2014-24-F**

**A RESOLUTION ESTABLISHING A POLICY  
FOR CONTROLS FOR TIMELY CASH DEPOSITS**

**WHEREAS**, the Ohio Revised Code (ORC), Section 9.38 requires public agencies to have a policy for controls for timely cash deposits, and

**WHEREAS**, the Council for the Village of Greenhills has determined that it is necessary to establish said policy.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Village of Greenhills, Ohio.

**SECTION 1.**

That a policy for controls for timely cash deposits in accordance with ORC Section 9.38 is hereby established as set forth in Exhibit "A" attached hereto and incorporated herein by reference.

**SECTION 2.**

That this resolution shall be effective from and after the earliest period allowed by law.

Passed this 26th day of August, 2014.

David Moore, MAYOR /s/

Kathryn L. Lives, CLERK OF COUNCIL /s/

**EXHIBIT "A"**

**CONTROLS FOR TIMELY CASH DEPOSITS**

Ohio Revised Code Section 9.38 requires proper, and timely, receipting and depositing of all public monies. Therefore, all monies collected are to be deposited with the Village's financial institution or with the Village Finance Director no later than the following business day. Under no circumstances shall any amount of public monies be left overnight in an unsecured area of any Village building.

Depositing of monies shall be delayed only if the following criteria are met:

1. The amount not deposited is under \$1,000.00 AND
2. The monies can be properly safeguarded by lockbox or safe.

As long as both criteria are met, the deposit of public monies may be delayed until the third business day following the initial date of receipt.