



# Arapahoe County

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Relay Colorado 711

## Board Summary Report

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**File #:** 25-216

**Agenda Date:** 4/8/2025

**Agenda #:** 6.f.

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**To:** Board of County Commissioners

**Through:** Todd Weaver, Finance Director

**Prepared By:**  
Heather Lin, Accounting Division Manager

**Subject:**  
Requesting Additional Cash Drawers for Arapahoe County Public Health

**Purpose and Request:**

Per Financial Policy 6.6 - Cash Drawer Pool Policy, the Finance Department is requesting that the Board of County Commissioners provide approval for the increase of cash drawer pool funds at one Arapahoe County Public Health Department ("Health Department") location. The purpose of this request is to make available, as necessary, cash in reasonable amounts to the Health Department so that it may make change for cash transactions with members of the public.

**Background and Discussion:** The Arapahoe County Public Health. Arapahoe County Public Health provides a wide variety of health services, and a number of these services are for a fee. When members of the Public pay these fees with cash, the provision of cash change may be necessary. The total number of cash drawers the Public Health Department currently has is 10.

They requested two additional cash drawers for Nursing Division Sexual Health functions, each with \$300 (Total \$600). The locations that require additional cash drawers are:

**Englewood - 4857 S. Broadway, Englewood, CO 80113** for the Nursing Division, Sexual Health Program (\$300) and

**Altura Plaza - 15400 E 14th Place, Suite 115 (Altura Plaza Building), Aurora, CO 80011-5828** for the Nursing Division, Sexual Health Cash Drawer (\$300).

**Alternatives:** The Board could choose to not approve the Health Department's establishment of cash drawers. The impact of this would be that the Health Department could not accept cash payments for services provided.

**Fiscal Impact:** There would be no fiscal impact to the County.

**Alignment with Strategic Plan:**

- ☒ Be fiscally sustainable
- ☒ Provide essential and mandated service
- ☒ Be community focused

**Concurrence:** N/A.

**Resolution:** Attached.