

KITTITAS COUNTY
Board of County Commissioners

AGENDA STAFF REPORT

AGENDA DATE: October 3, 2017

ACTION REQUESTED: Request the Board of County Commissioners (BOCC) signature on a Revocable License for Use of County Owned Laptops for Lodging Tax Advisory Committee (LTAC) members.

BACKGROUND: Much of the business LTAC members conduct is subject to the Open Public Meetings Act and the Public Records Act. The County desires to facilitate the LTAC's compliance with State law, and promote the efficiency of the County business conducted by this committee. During the August 1, 2017 Agenda Session, the BOCC signed Resolution 2017-130, which allocates \$4,000.00 towards the purchase of laptop computers for LTAC members to use out of lodging tax funding and directed IT Staff to purchase the laptops.

INTERACTION: LTAC members will sign the Revocable License for use of County Owned Laptops and agree to use the laptop for Lodging Tax Business only, as outlined in the License.

RECOMMENDATION: Sign Revocable Licenses for Use of County Owned Laptops for Lodging Tax Advisory Committee Members.

HANDLING: Original – Clerk of the Board
Copy – LTAC Clerk

ATTACHMENTS: Revocable Licenses
LTAC Recommendation
Resolution 2017-130

LEAD STAFF: Debbie Myers, LTAC Clerk