

**KITTITAS COUNTY
BOARD OF COUNTY COMMISSIONERS**

RESOLUTION NO. 2016- 128

**A Resolution Changing Authorized Cash Balances
for
Petty Cash, Revolving Funds, Till Accounts, Funds on Deposit, etc. for 2016**

WHEREAS, The County Auditor is establishing a master list of all department and county fund petty cash custodians and petty cash dollar amounts; and

WHEREAS, the previous Resolution Number 2016-062 must be updated and rescinded due to changes in dollar amounts and personnel.

WHEREAS, this resolution closes the Assessors petty cash accounts as it is no longer needed and adding \$300.00 for an account balance in the Revolving Fund account for the Event Center.

NOW, THEREFORE BE IT RESOLVED that the following custodians are approved for the maintenance of petty cash accounts in their respective departments.

Fund	Department	Custodian	Type Account	Amount
001	Assessor	County Assessor	Petty Cash	.00
001	Auditor	County Auditor	Revolving Fund	1,150.00
001	Auditor	County Auditor	Revolving Fund Elections	4,500.00
			Deposit on Account for	
001	Auditor	County Auditor	postage due account	250.00
			Business Reply mail	
			Deposit on Account for	
001	Auditor	County Auditor	postage due on	250.00
			undeliverable ballots	
001	Auditor	Budget Finance Manager	Advance Travel	3,000.00
001	Auditor	County Auditor	Licensing Tills	800.00
001	Auditor	County Auditor	Change Account	500.00
001	Clerk	County Clerk	Till account	100.00
001	Clerk	County Clerk	Change Account	100.00
001	Event Center	Program Director	Till Account	300.00
001	Event Center	Program Director	Visa Account	300.00
001	Event Center	Program Director	Fair Revolving Account	300.00
001	Lower District Ct	Court Administrator	Till account	200.00
001	Lower District Ct	Court Administrator	Petty Cash	250.00
001	Prosecutor Attorney	County Prosecutor	Revolving Fund	400.00
001	Treasurer	County Treasurer	Till accounts	850.00
001	Treasurer	County Treasurer	Change Account	1,450.00
001	Upper District Ct	Court Administrator	Petty Cash	25.00
001	WSU Extension	Chair	Till account	50.00
001	Upper District Ct	Court Administrator	Till account	1,200.00

Resolution Changing Authorized Cash Balances

106	Road	Finance Systems Mgr	Till Account	70.00
106	Road	Finance Systems Mgr	Petty Cash	80.00
106	Road	Finance Systems Mgr	Revolving Fund	900.00
116	Public Health	Public Health Director	Till Account PH	100.00
116	Public Health	Public Health Director	Till Account UC	25.00
116	Public Health	Public Health Director	Till Account Food Handlers	85.00
116	Public Health	Public Health Director	Petty Cash	200.00
116	Public Health	Public Health Director	Till Accounts \$50 ea	100.00
116	Public Health	Public Health Director	Investigative Funds**	230.00
131	Drug Fund	County Sheriff	Sheriff	3,000.00
401	Solid Waste	Director of Solid Waste	Petty Cash	100.00
401	Solid Waste	Director of Solid Waste	Till Accounts	1,700.00
401	Solid Waste	Director of Solid Waste	Checking Account Float	1,000.00
402	Community Dev Services	Building Official	Till account	300.00
TOTAL				23,865.00

** Investigative funds to be used for a short period of time and then closed.

APPROVED this 18th day of October 2016.

BOARD OF COUNTY COMMISSIONERS KITITAS COUNTY, WASHINGTON



Chairman




Vice-Chairman



Commissioner




Clerk of the Board