

**KITTITAS COUNTY
BOARD OF COUNTY COMMISSIONERS**

RESOLUTION NO. _2016-_____

**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WHEREAS, the previous Resolution Number 2015-101 must be updated and rescinded due to changes in dollar amounts and personnel.

WHEREAS, this resolution closes the Juvenile and Misdemeanant Probation petty cash accounts as they no longer use them.

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	100.00
001	Auditor	County Auditor	Revolving Fund	1,150.00
001	Auditor	County Auditor	Revolving Fund Elections	4,500.00
001	Auditor	County Auditor	Deposit on Account for postage due account	250.00
001	Auditor	County Auditor	Business Reply mail	
001	Auditor	County Auditor	Deposit on Account for postage due on undeliverable ballots	250.00
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	Fair	Program Director	Till Account	300.00
001	Fair	Program Director	Visa Account	300.00
001	Juvenile	Director of Probation Svrs	Petty Cash- closed	.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
106	Road	Finance Systems Mgr	Till Account	70.00

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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
127	Misdemeanant Probation	Director of Probation Svrs	Petty Cash - closed	.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	23,665.00

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

APPROVED this 3rd day of May 2016.

BOARD OF COUNTY COMMISSIONERS KITITAS COUNTY, WASHINGTON

Chairman

Vice-Chairman

Commissioner

ATTEST

Clerk of the Board