

**BOARD OF COUNTY COMMISSIONERS  
COUNTY OF KITTITAS  
STATE OF WASHINGTON**

**RESOLUTION NO. 2017-\_\_\_\_\_**

**A RESOLUTION AMENDING THE KITTITAS COUNTY SHERIFF'S OFFICE CIVIL FEE  
SCHEDULE SETTING THE AMOUNT OF FEES THAT SHALL BE COLLECTED BY THE  
SHERIFF TO COVER THE COSTS OF ADMINISTRATION AND OPERATION FOR THE  
SHERIFF'S OFFICIAL SERVICES**

WHEREAS, the State of Washington has established under RCW 36.18.040 certain fees for official services to be charged by the Sheriff; and

WHEREAS, the Kittitas County Board of Commissioners is authorized by RCW 36.18.040(2) to set those fees to cover the costs of administration and processing of the civil services; and

WHEREAS, Kittitas County has not changed the amounts of the Sheriff's fees since Resolution 2004-02 despite the costs associated with Sheriff's service of process and other official services having risen dramatically since this last increase; and

WHEREAS, the Kittitas County Sheriff's Office Chief Financial Manager has analyzed the current costs of administering and operating the Office's civil services activities; and

WHEREAS, the Board of County Commissioners finds it appropriate that costs incurred for the Sheriff's official services should be borne by those seeking action by the Sheriff as mandated by RCW 36.18.040(2), requiring the establishment of appropriate fees pursuant to the ability created by RCW 36.18.040(3); and

NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY ORDERED, that the schedule of Kittitas County Sheriff's civil fees is amended as follows:

1. For use of GovPayNet (Vendor) internet payment services by customers using their debit and credit cards, the fees may be changed at any time by the Vendor. The fee shall be correspondingly changed on the County website to match the fee set by the Vendor;
2. For levying each writ of attachment or writ of execution upon real or personal property, in addition to mileage, sixty-three dollars per hour;
3. For each writ of execution for personal property, an up-front fee of five hundred dollars to cover the initial costs of advertising as required in the County's newspaper of record;
4. For each writ of execution for real property, an up-front fee of one thousand dollars to cover the initial costs of advertising as required in the County's newspaper of

record;

5. For serving a writ of possession or assistance without the aid of the county, besides mileage, fifty dollars;
6. For serving a writ of possession or assistance with the aid of the county, in addition to mileage, seventy dollars for the first hour and sixty-three dollars an hour for each hour after the first hour;
7. For the cost per hour after the first hour of an eviction standby, per deputy, for serving a writ of restitution or assistance, sixty-three dollars an hour;
8. For the service of each summons and complaint, notice and complaint, summons and petition, and notice of small claim of one defendant at any location within the county, thirty dollars, and on two or more defendants at the same residence, thirty-five dollars;
9. For conducting a sale of property, sixty-three dollars per hour spent at a Sheriff's sale;
10. For executing any other writ or process in a civil action or proceeding, besides mileage, sixty-three dollars an hour.

Fees allowable under this section may be recovered by the prevailing party incurring the same as court costs to the extent provided by RCW 36.18.040(2).

**These fees shall be in effect from September 1, 2017 through December 31, 2019.**

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

**BOARD OF COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

\_\_\_\_\_  
Paul Jewell, Chairman

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Laura Osiadacz, Vice-Chairman

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Obie O'Brien, Commissioner

ATTEST:  
CLERK OF THE BOARD

\_\_\_\_\_  
Julie A. Kjorsvik

APPROVED AS TO FORM:

  
\_\_\_\_\_  
D.R. Mitchell, Deputy Prosecuting Attorney