

KITTITAS COUNTY
SHERIFF'S OFFICE

AGENDA STAFF REPORT

AGENDA DATE: September 5, 2017

ACTION REQUESTED: Request to Approve a Resolution Authorizing the Write-off of Uncollectible Debts owed to the Kittitas County Sheriff's Office dating from 1995-2010.

BACKGROUND: Resolution 2004-02 established the civil fee schedule for the Sheriff's office. The Sheriff has recently reviewed the Spillman accounts receivable reports for 1995-2010. There were no receivables listed from 1995-1999, but there were for every year after 1999.

Per RCW 4.16.040(2) there is a six year statute of limitations for actions where accounts such as these resulting from the ordinary course of business are receivable. The write-off of uncollectible debt is fiscally responsible and necessary to provide an accurate measure of Kittitas County's financial position.

The process of preventing uncollected debt has been improved, and analyzing the uncollectible debt of the Sheriff's Office will be an annual process going forward. We will also ensure it is accrued properly.

INTERACTION: This was reviewed and approved by the Kittitas County Prosecutor's Office.

RECOMMENDATION: Request to Approve a Resolution Authorizing the Write-off of Uncollectible Debts owed to the Kittitas County Sheriff's Office dating from 1995-2010.

HANDLING: Please return one copy of the Resolution to the Sheriff's Office.

LEAD STAFF: Heather Seibert