

**Kittitas County
Board of County Commissioners**

Agenda Staff Report

Agenda Date: September 5, 2017

Action Requested: Request to approve a Resolution to Approve an Interlocal agreement between Kittitas County and Kittitas County Fire District #7 to have Kittitas County Fire District #7 process their own Accounts Payable and Payroll warrants Independent of the Kittitas County Auditor's Office Warrant Processing System

Background:

The State Auditor allows Special Purpose Districts to issue their own checks for Accounts Payable and Payroll. The County Auditor and County Treasurer met to review the request from Fire District #7 (Ronald) to issue their own checks. The review of the Districts State Audit report showed the district has not had any issues. There was a review of the average amount of checks issued in the past 2 years to determine the acceptable request to establish their imprest account. The request has been approved by both County Auditor and County Treasurer. The District will be establishing by their Resolution an imprest account in the amount of \$75,000.

The district will process their checks and submit a request for reimbursement, which will be sent to the districts bank account electronically via ACH.

This will be more efficient for each entity.

Recommendation: Request to approve a Resolution to Approve an Interlocal agreement between Kittitas County and Kittitas County Fire District #7 to have Kittitas County Fire District #7 process their own Accounts Payable and Payroll warrants Independent of the Kittitas County Auditor's Office Warrant Processing System

Interaction

Christopher Horner, Deputy Prosecutor
Previous Prosecutor job #34884

Handling: Judy will remit to the district, their Board meeting is scheduled for September 13, 2017.

Attachments: Resolution to Approve an Interlocal agreement

Lead Staff Judy Pless, Budget & Finance Manager
Kittitas County Auditor's Office