

# District Financial Portal

## Submitter Information

**Submitter Name \***

Toni Taylor

**Submitter Role \***

Clerk/Asst

**Your Access**

- ☐ View District Info and Reports
- ☐ Pick Up Warrants
- ☐ Request Disbursements and Transfers
- To update or request additional access, go to [DFP Request Access](#)

**Agency \***

Water District #7

**Action \***

Issue Warrants

- ☐ Issue Warrants
- ☐ Initiate and Redeem Investments
- ☐ None

## Recent Financial Requests



Request	Submitted	Requester	Type	Fund	Total	Status
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## Issue Warrants

**Fund \***

670 010: Water District #7 - Maintenance

**Warrant Register \* (?)**

KCWD7 Signed Claims 2025 03.pdf 695.18KB

**Warrant Type \***

- ☒ Accounts Payable (AP)
- ☐ Payroll (PY)

**Warrant Delivery \***

- ☐ Mail
- ☒ Pick-up

**Warrant Approval Date \***

4/10/2025

**Transaction Date \* (?)**

4/23/2025

**Number of Warrants (?)**

11

**Warrant Total \***

\$ 5,340.74

Vendor # *	Vendor Name *	Invoice # *	Invoice Description *	Invoice Amount *
1 06915	LAB TEST	24581	Bacteria Test (Inv 24581,24613	840.00
2 00251	US POSTAL SERVICE	2025	Adm PO Box Yearly Rental Fee	100.00
3 00221	KITTITAS CO AUDITOR	2025-02	Recording Fee for Identifying	303.50
4 06104	UNITED STATES TREASURY	Q1 2025	Q1 941 shortage	0.06
5 00003	DEPARTMENT OF LABOR & INDUSTRY	Q1 2025	Q1 L&I	244.02
6 00137	EMPLOYMENT SECURITY DEPARTMENT	Q1 2025	Q1 Unemployment Insurance	38.51
7 00139	WA STATE DEPT OF REVENUE	Q1 2025	Q1 Excise Tax	3,177.84
8 00520	EMPLOYMENT SECURITY DEPARTMENT	Q1 2025	Q1 Balance Owed	3.12

9	02740	CALLECOD, BONNIE	04-2025	Reimburse mileage: 73	51.10
10	04861	TAYLOR, TONI D	04-2025	Reimburse mileage: 183 and pos	147.80
11	00110	INTERNAL REVENUE SERVICE	04-2025	Social Security & Medicare – E	434.79

Comments

Do not generate warrant for Line 11.

Comments should include instructions to split checks for a given vendor, requests to mail all checks to a different address than the one on file, or other specific instructions.