

RESOLUTION NO. 672-17

A Resolution of the Commission of the Port of Port Townsend

RESOLUTION AMENDING RESOLUTION No. 645-16, TO MODIFY THE AMOUNT OF THE AUDITOR'S REVOLVING FUND.

WHEREAS: The Port of Port Townsend has established previously, by Resolution No. 92 an Auditor's Revolving Fund, to pay vouchers for small expenditures that cannot feasibly be postponed until the next regular meeting of the Port of Port Townsend; and

WHEREAS: the fund was also used to establish the daily working cash needed for the cash register change funds throughout the Port; and

WHEREAS: the original Resolution No. 92 was amended on April 23, 2014 by Resolution No. 613-14, to increase the authorized amount, to fund payroll direct deposit ACH, and Resolution No. 613-14 was later amended by Resolution No. 618-14 to increase the authorized amount of the Auditor's Revolving Fund from \$38,800.00 to \$48,800.00, and was later amended by Resolution No. 645-16 to increase the authorized amount of the Auditor's Revolving Fund from \$48,800.00 to \$49,250.00;

NOW, THEREFORE BE IT RESOLVED by the Port Commission of the Port of Port Townsend that Resolution No. 645-16 be amended to increase the amount used to pay vouchers for small expenditures that cannot feasibly be postponed until the next regular commission meeting, cash register change funds, and to fund payroll direct deposit ACH from \$49,250.00 to \$52,000.00, as detailed in Exhibit A which is attached hereto, and incorporated herein, by such reference.

ADOPTED this 13th day of December 2017 by the Commission of the Port of Port Townsend and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission duly affixed.

ATTEST:


Steve Tucker, Secretary


Peter W. Hanke, President


Brad Clinefelter, Vice President

APPROVED AS TO FORM:


 #45091 For
Carolyn A. Lake, Goodstein Law Group, PLLC
Port Attorney



EXHIBIT "A"

DETAIL OF AUDITOR'S REVOLVING FUND

Auditor's Revolving Fund Checking Account	\$50,025.00
Boat Haven Cash Drawer #1*	275.00
Boat Haven Cash Drawer #2	225.00
Boat Haven Cash Drawer #3	225.00
Work Yard Cash Drawer	275.00
Point Hudson Cash Drawer #1*	275.00
Point Hudson Cash Drawer #2	225.00
Point Hudson Cash Drawer #3	225.00
Quilcene Cash Drawer	225.00
Administrative Office Postage Fund	<u>25.00</u>
Balance in Fund	\$52,000.00

**Note: Drawers #1 include \$50.00 in quarters required for change for customers.*