

Kitsap 911 Public Authority

Resolution 2016-008

Authorizing the Authority to process payroll.

WHEREAS, on April 25, 2016 the Board of County Commissioners adopted ordinance 532-2016 enacting chapter 2.110 of the Kitsap County code (the “Ordinance”), creating the Kitsap 911 Public Authority; approving a charter therefor; establishing a Board of Directors to govern the affairs of Kitsap 911; and providing how Kitsap 911 shall conduct its affairs; and

WHEREAS, Kitsap 911 (the “Authority”) is a public corporation organized pursuant to RCW 35.21.730; and

WHEREAS, the Authority will begin employing staff on or around December 26, 2016, and

WHEREAS, it has been determined to be more efficient to have the Authority process its own payroll and any payroll related items such as benefit checks, tax payments, and W-4 statements, and

WHEREAS, the Kitsap County Treasurer will continue to operate as the Authority’s treasurer and has given approval for the Authority to process its own payroll, and

WHEREAS, the Kitsap County Auditor has given approval for the Authority to process its own payroll.

NOW, THEREFORE, BE IT RESOLVED by the Kitsap 911 Board of Directors as follows:

Section 1. Authorization to Establish Bank Account. The Executive Director is authorized to establish a bank account for use specifically and solely for payroll and payroll related expenses in accordance with any requirements imposed by the Kitsap County Treasurer’s office. All costs of the account will be borne by the Authority.

Section 2. Authorization to Process Payroll. The Authority is authorized to process payroll effective the pay period beginning December 26th, 2016, provided that no actual expenditures be made from the Payroll account until after January 1, 2017.

Section 3. Transfers. The Kitsap County Treasurer will transfer Authority funds into this checking account when requested by the Authority. Transfers will not exceed an average of one per week.


Section 3. Financial Controls. Transfers into and Expenditures from this account will be subject to financial controls as established by the Kitsap 911 Executive Committee through a separate resolution.

Section 4. Severability. If any provision of this Resolution or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Resolution which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Resolution are declared to be severable.

Section 5. Effective Date. This resolution shall become effective immediately upon adoption and signature as provided by law.

MOVED AND PASSED at a regular meeting of the Kitsap 911 Board of Directors on September 6, 2016 of which all Directors were notified and a quorum was present.

KITSAP 911 BOARD OF DIRECTORS



DAVID ELLINGSON, CHAIR

ATTEST:



Richard A. Kirton, Executive Director