

**RESOLUTION NO. 794-23**

**A Resolution of the Commission of the Port of Port Townsend**

**AMENDING RESOLUTION No. 766-22, 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; but has not been utilized since the adoption of Resolution No. 737-20 on November 24, 2020; 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 Resolution No. 618-14 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, and Resolution No. 645-16 was later amended by Resolution No. 672-17 to increase the authorized amount of the Auditor's Revolving Fund from \$49,250.00 to \$52,000.00, and Resolution No. 672-17 was later amended by Resolution No. 766-22 to increase the authorized amount of the Auditor's Revolving Fund from \$52,000 to \$85,000;

**NOW, THEREFORE BE IT RESOLVED** by the Port Commission of the Port of Port Townsend that Resolution No. 766-22 be amended to increase the amount used for cash register change funds, and to fund payroll direct deposit ACH from \$85,000.00 to \$110,000.00, as detailed in Exhibit A which is attached hereto, and incorporated herein, by such reference.

**ADOPTED this 12th day of July 2023 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:**

  
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Peter W. Hanke, Secretary

  
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Pamela A. Petranek, President

  
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Carol L. Hasse, Vice President

**APPROVED AS TO FORM:**

  
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Port Attorney



**EXHIBIT "A"**

**DETAIL OF AUDITOR'S REVOLVING FUND**

<b>Auditor's Revolving Fund Checking Account</b>	<b>\$108,475.00</b>
<b>Boat Haven Cash Drawer #1*</b>	<b>275.00</b>
<b>Boat Haven Cash Drawer #2</b>	<b>225.00</b>
<b>Work Yard Cash Drawer</b>	<b>275.00</b>
<b>Point Hudson Cash Drawer #1*</b>	<b>275.00</b>
<b>Point Hudson Cash Drawer #2</b>	<b>225.00</b>
<b>Quilcene Cash Drawer</b>	<b>225.00</b>
<b>Administrative Office Postage Fund</b>	<b><u>25.00</u></b>
<b>Balance in Fund</b>	<b>\$110,000.00</b>

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