

RESOLUTION #14 - 06

NORTHWEST REGIONAL COUNCIL

A RESOLUTION TO ESTABLISH A PAYROLL IMPREST BANK ACCOUNT FOR NORTHWEST REGIONAL COUNCIL

WHEREAS, the Northwest Regional Council (NWRC), after discussion with Whatcom County and the State Auditors Office, has determined it to be more cost effective and efficient to process its own payroll and therefore must establish a bank account for the sole purpose of processing payroll;

BE IT RESOLVED, by the Northwest Regional Council to authorize the Executive Director to establish a Payroll Bank Account with an opening balance of \$2,500.


The Executive Director will establish policies and procedures to ensure appropriate approval processes, segregation of duties, and monthly account reconciliations.


Adopted this 4<sup>th</sup> day of December, 2014 and approved by the following Northwest Regional Council members:

NORTHWEST REGIONAL COUNCIL:

  
Helen Price Johnson  
Island County Commissioner

  
Jill Johnson  
Island County Commissioner

  
Bob Jarman  
San Juan County Council Member

  
Jamie Stephens, Vice-Chair  
San Juan County Council Member

  
Ron Wesen, Chair  
Skagit County Commissioner

  
Sharon Dillon  
Skagit County Commissioner

  
Jack Louws  
County Executive, Whatcom County

  
Ken Mann  
Whatcom County Council Member

ATTEST:

  
Dan Murphy, Executive Director  
Northwest Regional Council