


COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	Treasurer _____ Department _____	 Signature _____
<u>AGENDA DATE</u>	December 21, 2021 _____	
<u>SUBJECT</u>	Close General Services Credit/Charge/Debit Card Revolving Fund _____	
<u>ACTION REQUESTED</u>	Adopting Resolution No. 2021-46 _____	

SUMMARY/BACKGROUND

This Resolution closes the current Revolving Fund for General Services Credit/Charge/Debit Card deposits established with Resolution 2014-32.

Originally established to use Square Merchant Services which the current Community Events and Recreation Department does not use.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of County Commissioners of Skamania County, by motion action, approves Resolution 2021-46 to cancel the policy as it no longer applies to the daily operations of the Community Events and Recreation Fund.

LIST ATTACHMENTS

Resolution 2021-46
Copy of Resolution 2014-32 dated April 15, 2014

RESOLUTION NO. 2021-46

**CANCEL REVOLVING FUND FOR GENERAL SERVICES
CREDIT/CHARGE/DEBIT CARD DEPOSITS
(Previous Resolution 2014-32)**

WHEREAS, Pursuant to RCW 84.56.240, THE COUNTY TREASURER has reviewed and is updating the Revolving Fund Account for General Services (now known as Community Events and Recreation); and

WHEREAS, Community Events & Recreation has requested that the revolving fund that was established for General Services to run Square Merchant Services by Resolution 2014-32 approved on April 15, 2014 be cancelled., and;

NOW THEREFORE, BE IT RESOLVED, that the Skamania County Treasurer is hereby directed to close the General Services Revolving Fund Credit/Charge/Debit Card Revolving Fund with Resolution 2021-46 from \$100.00 to \$0.00.

PASSED IN REGULAR SESSION this 21st day of December, 2021.

**BOARD OF COUNTY COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

ATTEST:



Debbi Slaw
Clerk of the Board

J. M. Lamen
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner

APPROVED AS TO FORM ONLY:

[Signature]
Prosecuting Attorney

RESOLUTION 2014-32

(Establishing a Revolving Fund for General Services Credit/Charge/Debit Card deposits)

WHEREAS, Resolution 2014-31 establishes general regulations for acceptance of credit and debit cards as payment, and;

WHEREAS, the general regulations address transaction fees (charged by the merchant service), and convenience fees (charged by the county), and;

WHEREAS, it has been determined the best practices for collection and reconciliation of payments made with a credit card, charge card or debit card is to have each department utilizing Square Merchant Services establish and manage a separate Revolving Fund, and;

WHEREAS, it has been determined that the Revolving Fund shall maintain a minimum balance of \$100.00, and may be subject to monthly bank fees of \$5.00 per month, depending on the average daily balance;

NOW, THEREFORE BE IT RESOLVED, that the Board of County Commissioners hereby authorizes the Skamania County General Services to establish a Revolving Fund, with an initial deposit amount of \$100.00, for the purposes of collecting and forwarding, to the Skamania County Treasurer, all payments made by credit card, charge card or debit card, and to hold other payments, made by check or cash, for safe keeping, until remitted to the Treasurer.

PASSED IN REGULAR SESSION this 15th day of April, 2014

ATTEST:

Debbie Slack
Deputy Clerk of the Board
Approved as to form only:
[Signature]
Skamania County Prosecuting Attorney

BOARD OF COUNTY COMMISSIONERS
SKAMANIA COUNTY WASHINGTON

[Signature]
Chairman
[Signature]
Commissioner
Robert Anderson
Commissioner

Aye 3
Nay 0
Abstain 0
Absent 0

*The account was opened @ RUCB
05/08/2014 acct # 34750 \$100.00
Kelland*