

BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT

RESOLUTION 2021-03

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT, KITSAP COUNTY, WASHINGTON, ESTABLISHING A NEW IMPREST CHECKING ACCOUNT.

WHEREAS, the Park District currently has an imprest checking account referred to as the District's General Operating Account which has a \$30,000 limit that can be used only for the specific purposes stipulated in Resolution 2019-04 adopted on May 16, 2019; and

WHEREAS, an imprest account is used for expenses that require a check sooner than what can be provided through the Park District's accounts payable system, and must be used only for purposes identified and approved by the Board of Commissioners through resolution; and

WHEREAS, the Park District is now in need of establishing a second imprest checking account at the Aquatic Center for the purpose of aquatic general operations; and

WHEREAS, this new imprest checking account will be called the Aquatic General Operating Account and will be set up with Key Bank, the District's bank as authorized in Resolution 2017-01 dated January 19, 2017; and

WHEREAS, the Aquatic General Operating Account will have a limit of \$15,000 and will be used only for the following purposes: swim meet fees, clinic registration, and USA Swim/USMS registration fees; and

WHEREAS, the Aquatic Center's Office Supervisor Marjorie LeMaster will be the custodian of the Aquatic General Operating Account and will comply with the District's current Imprest Account Procedures, and

WHEREAS, the authorized signers will be the Administrative Division Director, the Recreation Division Director, and the Aquatic Program Administrator,

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Bainbridge Island Metropolitan Park & Recreation District, Kitsap County, Washington, that a second Park District imprest fund called the Aquatic General Operating Account be set up with Key Bank in accordance with the above stipulations.

PASSED by the Board of Commissioners of the Bainbridge Island Metropolitan Park & Recreation District, Kitsap County, Washington, at a regular meeting thereof held this 15th day of July, 2021 the undersigned commissioners being present.

BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT

BY: 
Dawn Janow

BY: 
Asaph Glosser

BY: 
Kenneth R. DeWitt

BY: 
John Thomas Swolgaard

ATTEST: 
Jay C. Kinney