

**SOUTH KING FIRE
RESOLUTION NO. 661**

**A RESOLUTION of the Board of Fire Commissioners of South King Fire, King
County, Washington, Regarding the Adoption of Internal Control Policies**

WHEREAS, a critical function of the Board of Commissioners' is to adopt policies that establish internal controls meant to safeguard valuable public funds and assets, and

WHEREAS, it has been determined through an Accountability Audit Finding report, issued by the Washington State Auditors Office (SAO), that District practices and policies are insufficient to provide adequate safeguards to protect the public's interest, and

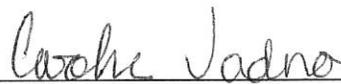
WHEREAS, the advice received from the SAO and the District's legal counsel is that the Board of Commissioners adopt updated policies to ensure adequate controls are in place.

NOW THEREFORE BE IT HEREBY RESOLVED, the Board of Fire Commissioners adopt the following policies and associated procedures:

- a. **Credit Card Usage** – Establishes acceptable use of District credit cards for official government purchases and acquisitions.
- b. **Procurement Policy** – Covers the acquisition of goods and services procured by the District and the associated record keeping, documentation and oversight to ensure compliance and to provide historical records for purposes of effective management of resources.
- c. **Fuel Policy** – Ensures accurate accounting of fuel use and cost to comply with state and audit requirements.
- d. **Travel Policy** – Establishes and maintains effective internal controls over the District's travel done solely in the conduct of official business.

ADOPTED at the Regular meeting of the Board of Commissioners of South King Fire this 23rd day of December 2024, the following Commissioners being present and voting.


Chair Baruso


Vice Chair Vadino


Commissioner Gates

Commissioner Fuller

Craig Burrus
Commissioner Burrus

ATTEST:

Lauri W. Perry
District Secretary

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