

To: Public Disclosure Commissioners
From: Fox Blackhorn-Delph
Date: 5/19/17
Subject: Proposed revision to the Annual Treasurer's Statement (T1)

Issue Facing the Commission:

The Compliance and Enforcement Division has received 14 new complaints against government units for failure to file an Annual Treasurer's Statement (T1 Form) by the April 15 deadline.

Of the 346 localities required to file a T1, we have received forms from only about 100 this year. Some localities are missing T1 statements for multiple years. Jurisdictions trying to cure missing filings face a dilemma since our current form does not allow for situations where previous treasurers or others with fiduciary responsibility are no longer in office.

Background:

State law requires treasurers for Washington State, counties, public utility districts, port districts, and cities or towns with population exceeding 1,000 to file a T1 statement annually. The statement must indicate that no public funds under their control during the reporting period were invested in a financial institution in which they held "an office directorship, partnership interest, or ownership interest." RCW 42.17A.570(1).

If treasurers did invest public funds in such a financial institution, they are required to list the name and address of the institution, aggregate sum of time and demand deposits for the year, and the highest balance held at any time during the reporting period. RCW 42.17A.750(2).

There are situations in which the previous treasurer is unavailable because he or she has retired, died, or even been incarcerated.

Staff Proposal:

Allow Commission Staff to begin circulating the attached proposed T1 form to facilitate retroactive compliance after a new treasurer takes office. It would allow current treasurers to certify that they had no control over public funds during the reporting period in question and that the previous official is no longer in office. They also could supply contact information for predecessors if known.

Authority:

Most of our forms are contained as images within various sections of Title 390 WAC, making even the slightest of proposed changes a time- and resource-intensive process.

Fortunately, the rule containing this form (WAC 390-24-300) was repealed in February 1984, and never recodified. This grants us considerable flexibility to respond.

Enclosures (3): Current T1 Form, Proposed T1 Language, Proposed T1 Form

Current Annual Treasurer Statement (T1)

To: Public Disclosure Commission
711 Capitol Way, Rm 206
P. O. Box 40908
Olympia, WA 98504-0908
FAX: (360) 753-1112 or Email: pdc@pdc.wa.gov

From: Name Of Government Body County
Mailing Address
preparer's email address

STATEMENT

I certify under penalty of perjury under laws of the state of Washington that during the period of January 1, 2015 through December 31, 2015, no public funds under my control were invested in any institution in which I held an office, directorship, partnership interest, or ownership interest.

signature of treasurer

signature of finance committee member
(counties only)

signature of finance committee member
(counties only)

signature of finance committee member
(counties only)

----- OR -----

I certify that during of the period of January 1, 2015 through December 31, 2015, public funds for which I am responsible were held in the listed financial institution(s) in which I held an office, directorship, partnership interest, or ownership interest:

Name & address of financial institution:

Aggregate sum of time and demand deposits on December 31,2015: \$

Highest balance between January 1, 2015 and December 31,2015: \$

signature of treasurer

signature of finance committee member
(counties only)

signature of finance committee member
(counties only)

signature of finance committee member
(counties only)

Proposed Language: Treasurer for Reporting Period No Longer in Office

To: Public Disclosure Commission
711 Capitol Way, Rm 206
P. O. Box 40908
Olympia, WA 98504-0908
FAX: (360) 753-1112 or Email: pdc@pdc.wa.gov

From: Name Of Government Body County
Mailing Address
preparer's email address

STATEMENT

I certify under penalty of perjury under laws of the state of Washington that the treasurer who held office during the period of January 1, 2012 through December 31, 2012 is no longer employed by our special purpose district or governmental unit. To the best of my knowledge, the treasurer from that reporting period may be reached at:

Name Address Phone E-Mail


OR

I do not possess updated contact information for the former treasurer.

I assumed the role of treasurer after the end of the above listed reporting period, on January 1, 2012 and had no control over public funds during the reporting period.

Signature of Treasurer Dated Signature of Finance Committee Member Dated
(Counties Only)

Signature of Finance Committee Member Dated Signature of Finance Committee Member Dated
(Counties Only)

PUBLIC DISCLOSURE COMMISSION  711 CAPITOL WAY RM 206 PO BOX 40908 OLYMPIA WA 98504-0908 (360) 753-1111 Toll Free 1-877-601-2828	<h1 style="margin:0;">Treasurer's Annual Statement</h1>	<h1 style="margin:0;">T1</h1> (5/17)	THIS SPACE FOR OFFICE USE
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Name of Special Purpose District or Government Unit:			Telephone Number ()
Treasurer's Name:			Fax Number ()
Official Address:			City's E-Mail Address
City	County	Zip + 4	Treasurer's E-Mail Address

Deadlines: County Finance Committee Members and Treasurers for Washington State and each County, Public Utility District, Port District, or Incorporated City or Town Whose Population Exceeds 1000 – Between January 1 and April 15 of each calendar year.

SEND ANNUAL STATEMENT TO PUBLIC DISCLOSURE COMMISSION
STATEMENT 1: No Investment with Current Treasurer's Financial Institution

I certify under penalty of perjury under laws of the state of Washington that during the period of January 1, 2012 through December 31, 2012, no public funds under my control were invested in any institution in which I held an office, directorship, partnership interest, or ownership interest.

Signature of Treasurer	Dated	Signature of Finance Committee Member (Counties Only)	Dated
Signature of Finance Committee Member (Counties Only)	Dated	Signature of Finance Committee Member (Counties Only)	Dated

STATEMENT 2: Investment with Current Treasurer's Financial Institution

I certify that during of the period of January 1, 2012 through December 31, 2012, public funds for which I am responsible were held in the listed financial institution(s) in which I held an office, directorship, partnership interest, or ownership interest:

Name & address of financial institution:
 Aggregate sum of time and demand deposits on December 31, 2012: \$
 Highest balance between January 1, 2012 and December 31, 2012: \$

Signature of Treasurer	Dated	Signature of Finance Committee Member (Counties Only)	Dated
Signature of Finance Committee Member (Counties Only)	Dated	Signature of Finance Committee Member (Counties Only)	Dated

STATEMENT 3: Treasurer for Reporting Period No Longer in Office

I certify under penalty of perjury under laws of the state of Washington that the treasurer who held office during the period of January 1, 2012 through December 31, 2012 is no longer employed by our special purpose district or governmental unit. To the best of my knowledge, the treasurer from that reporting period may be reached at:

Name	Address	Phone	E-Mail
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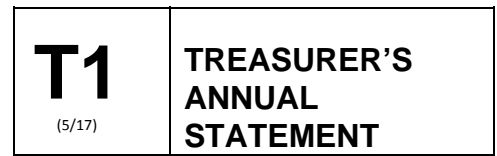
OR

I do not possess updated contact information for the former treasurer.

I assumed the role of treasurer after the end of the above listed reporting period, on January 1, 2012 and had no control over public funds during the reporting period.

Signature of Treasurer	Dated	Signature of Finance Committee Member (Counties Only)	Dated
Signature of Finance Committee Member (Counties Only)	Dated	Signature of Finance Committee Member (Counties Only)	Dated

Reporting requirements are contained in and governed by RCW 42.17A.



Who Must File –

- Washington State Treasurer
- County Treasurer for each county
- County Finance Committee Members (if applicable to your county)
- Public Utility District Treasurers
- Port District Treasurers
- Treasurers of Incorporated Cities or Towns (whose population exceeds 1000)

When To File – Between January 1 and April 15 of each calendar year. The T1 must be filed each year to certify the previous calendar year.

Where To File – Send the **original to PDC** at the address on the reverse side. Keep a copy for the your government unit or special purpose district's records.