



Board Agenda Background

Date: 1/6/2026
To: Board of County Commissioners
Through: Colton Rohloff, County Manager
From: Rachel Harlow-Schalk, Finance Director/Assistant County Manager
Subject: Consideration of Approval of the Warrant Register

RECOMMENDATION

Staff recommends approval of the January 6, 2026 Packet.

BACKGROUND

On September 10, 2013, the Board of County Commissioners adopted Resolution R-13-77, authorizing the Clear Creek County Payments Approval Policy. The policy authorizes the County Manager and Finance Director to approve claims or payroll documents when the Board of County Commissioners is not available to allow and approve claims in the time required by law or contract or within the time available for the proper and efficient administration of County government. The policy goes on to state that when the County Manager or the Finance Director approve one or more claims or payroll documents under the circumstances explained above, the Board of County Commissioners must review and approve said claims or payroll documents at its next regularly scheduled meeting. Staff brings forward the Warrant Register for the Board's consideration during most regularly scheduled meetings.

CONCLUSION

With this item, staff is recommending approval of the Warrant Registers, the Payroll Register, Electronic Fund Transfers, and P-card transactions. All were prepared by Finance staff, reviewed and approved for payment by the Finance Director.

ATTACHMENTS:

1. Warrant Registers dated December 11, 2025, December 18, 2025, and December 29, 2025
Payroll Registers dated December 12, 2025, December 15, 2025, December 18, 2025, and December 26, 2025
Electronic Fund Transfer dated December 2, 2025 to December 26, 2025
P-Card transactions from November 2025