

## RESOLUTION NO. 771

### A RESOLUTION OF THE COMMISSION OF PUBLIC UTILITY DISTRICT NO. 1 OF WHATCOM COUNTY AUTHORIZING PAYMENT OF CLAIMS PRIOR TO BOARD APPROVAL OF VOUCHERS

**WHEREAS**, the Commissioners (the “Board”) of Public Utility District No. 1 of Whatcom County (the “District”) holds regularly scheduled meetings twice a month, at which time the Board reviews and approves vouchers; and

**WHEREAS**, there are occasions when the District needs to issue warrants prior to formal approval by the Board; and

**WHEREAS**, the District has a need to pay, inter alia, certain regular and ordinary maintenance and operation expenses prior to approval by the Board (the “Eligible Claims”); and

**WHEREAS**, the Board has determined that this action is Necessary and Routine under Governor Inslee’s Proclamation No. 20-28 because:

- (1) it is Necessary because the District is required and needed because the District must be able to approve vouchers and sign warrants in a timely manner in the event that a Commission meeting is canceled and a special meeting cannot be held, and
- (2) it is Routine because approval of a delegation of authority to the General Manager is a matter that typically comes before the Board for approval as part of a regular procedure when necessary; and

**WHEREAS**, the Board has the authority, pursuant to RCW 42.24.180, to authorize the issuance of warrants in payment of Eligible Claims prior to Board approval.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** as follows:

1. **Auditing Officer.** The signature and approval of the District’s Auditing Officer, also known as the District’s Finance Officer, is required prior to issuance of a warrant.

2. **Signatories.** In order to expedite payment of Eligible Claims, as permitted by RCW 42.24.180, any of the following individuals may be signatories to issue warrants for Eligible Claims (the “Signatories”):

- a. the District’s General Manager;
- b. the District’s Assistant General Manager;
- c. the Commission President; or
- d. the Auditing Officer.

2.1 The District will obtain an official bond in an amount to be determined by the Board, but in no event less than fifty thousand dollars (\$50,000.00), for the Auditing Officer and each of the Signatories for the faithful discharge of their duties.

2.2 At its next public meeting, which shall be within one (1) month of issuance of warrants, the Board shall review the documentation supporting Eligible Claims and, except as to claims disapproved by the Board, shall approve those warrants issued in payment of Eligible Claims.

2.3 If the Board disapproves of one or more claims, the Board shall require the Auditing Officer and one of the Signatories to jointly cause the disapproved claims to be recognized as receivables of the District and to pursue the collection diligently until the amounts disapproved are collected or until the Board is satisfied and approves the claims.

3. **Excluded Claims.** The Board hereby stipulates that the following otherwise Eligible Claims shall not be paid before Board approval:

- a. any individual invoice in excess of fifty thousand dollars (\$50,000.00);
- b. any Reserve Fund claim; and
- c. any Emergency Reserve Fund claim.

3.1 The Board, by subsequent resolution, may exclude other types or amounts of claims for payment prior to Board approval.

4. **No Modification.** This Resolution supplements but does not amend the existing delegation of authority in Resolution No. 767, and the Declaration of Emergency in Resolution No. 770.

5. **Expiration.** The terms of this Resolution will expire on June 30, 2020, unless extended by the Commission prior to that date.

**ADOPTED** by the Commission of Public Utility District No. 1 of Whatcom County at a regular open meeting held this 14 day of April 2020; the following Board Commissioners being present and voting:

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Jeffrey McClure, President

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Michael Murphy, Vice-President

ATTEST: \_\_\_\_\_  
Atul Deshmane, Secretary