

**KING COUNTY WATER DISTRICT NO. 125
KING COUNTY, WASHINGTON**

RESOLUTION NO. 12-11- 6-451

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF KING COUNTY WATER DISTRICT NO. 125 APPOINTING AN AUDITING OFFICER FOR THE PURPOSE OF AUTHORIZING THE ISSUANCE OF WARRANTS AND ELECTRONIC TRANSACTIONS PRIOR TO BOARD OF COMMISSIONERS APPROVAL.

WHEREAS, there may be circumstances when the Board of Commissioners does not meet prior to a day in which they would need to approve vouchers for the District's warrants and claims;

WHEREAS, there is a need by the District to process warrants and electronic payments in a timely and consistent manner;

WHEREAS, it would be of financial benefit to appoint Auditing Officer(s) to certify the voucher approval document for the correct and certified submission of vouchers to the King County Finance Office without awaiting a Commissioners meeting to authorize specific payments;

WHEREAS, RCW 42.24.180 authorizes the issuance of warrants before approval of the vouchers by the Board of Commissioners in order to expedite the payment of claims;

WHEREAS, this Agency shall enact the following policies and procedures pursuant to RCW 42.24.180:

1. All routine operating claims against King County Water District No. 125 will be pre-audited and signed by the Auditing Officer
2. The Auditing Officer shall be bonded for no less than \$50,000 to assure the faithful discharge of their duties
3. This resolution establishes the necessary purchasing and disbursing procedures that implements effective internal controls for issuance of warrants and claims
4. The Board of Commissioners shall review and approved the claims paid at it's next regularly scheduled public meeting; and
5. If the Board of Commissioners disapproves some claims, the Auditing Officer will recognize these claims as receivables of the District and will pursue collection diligently until the amounts are either collected or the Board of Commissioners approves the claims


BE IT RESOLVED, by the Board of Commissioners of King County Water District No. 125 does hereby authorize the Auditing Officer, Shane Young, to submit vouchers for payment

and disbursement in accordance with Resolution 12-11-6-451 prior to the Board taking action to approve said claims;

ADOPTED by the Board of Commissioners of King County Water District No. 125 at the regular open public meeting thereof held the 6th day of November, 2012.

BOARD OF COMMISSIONERS
KING COUNTY WATER DISTRICT 125

By: 
James Rick, Commissioner

By: 
Jerry Thornton, Sr., Commissioner

By: 
John Thompson, Commissioner^b