

**KING COUNTY WATER DISTRICT NO. 90**  
**KING COUNTY, WASHINGTON**  
**RESOLUTION NO. 1002**

**A RESOLUTION** of the Board of Commissioners of King County Water District No. 90, King County, Washington, appointing auditing officers for the purposes 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; and

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

**WHEREAS**, it would be of financial benefit to appoint Auditing Officers 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; and

**WHEREAS**, the District shall enact the following policies and procedures pursuant to RCW 42.24.180:

1. All routine operating claims against King County Water District No. 90 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. King County Water District No. 90 establishes the necessary purchasing and disbursing procedures that implements effective internal control for issuance of warrants and claims;

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RESOLUTION NO. 1002

Appointing Auditing Officer Delegation - 1

4. The Board of Commissioners shall review and approve the claims paid at its 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.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF KING COUNTY WATER DISTRICT NO. 90 AS FOLLOWS:**

**Section One:** That the Board of Commissioners of King County Water District No. 90 does hereby authorize the following Auditing Officers, to wit: Darcey Peterson, Joshua Deraitus and/or Anne Paige, to submit vouchers for payment and disbursement in accordance with the policies and procedures of King County Water District No. 90 prior to the Board taking action to approve said claims.

**Section Two:** This resolution shall become effective immediately upon its passage.

**ADOPTED** by the Board of Commissioners of King County Water District No. 90, King County, Washington, at an open public meeting thereof held on the 2<sup>nd</sup> day of February, 2016.

RCV Gudra 2-2-16  
Anne Paige 2/2/16  
By D. M. 02/02/16

**Accounts Payable Authorized Signature Form**  
 (For Districts for which King County, as Treasurer, Issues Payments)

**SECTION 1 – GENERAL INFORMATION**

Please complete each field below. For the "Number" field, enter the first 5 digits of your Fund Numbers. Typed/ electronic entries are preferred for readability.

District/Organization Name: King County Water Dist. No. 90 Number: \_\_\_\_\_

Street Address: 15606 SE 128<sup>th</sup> Street

City/ State/ Zip: Renton, WA 98059

General Telephone #: 425-255-9600 Fax #: 425-277-4128

**Primary Contacts**

Name: Darcey Peterson Title: General Manager

Telephone #: 425-255-9600 Email: darceyp@kcwd90.com

Name: Anne Paige Title: Finance Manager

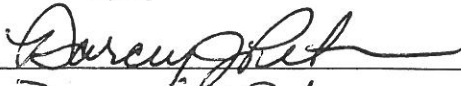
Telephone #: 425-255-9600 Email: annep@kcwd90.com

**SECTION 2 –AUDITING OFFICER(S) DELEGATED WITH PAYMENT APPROVAL AUTHORITY (If Applicable)**

Complete the fields below for each Auditing Officer that has been delegated signatory authority in accordance with RCW 42.24.180. This RCW is intended to expedite the issuance of warrants by authorizing one or more persons signatory authority to approve warrant issuance before the board has acted to approve the claims. A copy of the resolution delegating this authority is required to accompany this form. When submitting Voucher Approval documentation, it is understood that any restrictions attached to an Auditing Officer's signatory authority will have been honored by the Auditing Officer. Due to the electronic voucher data submission process, King County does not monitor these restrictions.

Number of Required Auditing Officer Signatures for Payment of Claims: 1

**Auditing Officer Signatures**

	Name	Telephone	Email
Sign:	<u></u>		
Print:	<u>Darcey J Peterson</u>	<u>425-255-9600</u>	<u>darceyp@kcwd90.com</u>
Sign:	_____		
Print:	<u>Joshua Derantus</u>	<u>425-255-9600</u>	<u>joshd@kcwd90.com</u>
Sign:	_____		
Print:	<u>Anne Paige</u>	<u>425-255-9600</u>	<u>annep@kcwd90.com</u>
Sign:	_____		
Print:	_____	_____	_____