

REGIONAL TRANSIT AUTHORITY

RESOLUTION NO. 85

A RESOLUTION of the Board of the Regional Transit Authority for the Pierce, King and Snohomish Counties region establishing voucher approval procedures, confirming the Executive Director's responsibilities as auditing officer and requiring a bond, authorizing the Finance Director to serve as the Authority's Treasurer and repealing Resolution No. 9.

WHEREAS, RCW 81.112.120 requires the Authority to make payments pursuant to warrants issued by the Authority upon orders or vouchers approved by the Board; and

WHEREAS, in order to ensure compliance with said statute and State Auditor guidelines, it is desirable that the Board institute a more formal voucher approval procedure as a part of each Board agenda consistent with conventional local government practice; and

WHEREAS, by Resolution No. 21 adopted November 25, 1994, the Authority appointed the Executive Director as the Authority's auditing officer but State Auditor guidelines also recommend that an agency's legislative board require a bond for such officers at no less than \$50,000; and

WHEREAS, by Resolution No. 9 adopted January 27, 1994, the Board of the Authority authorized the Tacoma City Treasurer to serve as initial Treasurer of the Authority and that office has provided a significant service to the Authority for the past two years; and

WHEREAS, the pending volume of work for the Authority's Treasurer due to the influx of tax revenues and payment obligations for employees and consultants could compromise the Tacoma City Treasurer's services to the City and to the Authority which necessitates the appointment of a new Treasurer; and

WHEREAS, the Finance Committee has recommended that the Authority's Finance Director be appointed as the Treasurer for the Authority in anticipation of the increased responsibility for that position;


NOW THEREFORE BE IT RESOLVED by the Board of the Regional Transit Authority as follows:

Section 1. The payment of all claims for the purchase of materials, services, labor and any other contractual purposes shall be approved by the Board through a blanket voucher approval consistent with Washington State Auditor bulletins and guidelines. All claims shall be preaudited and certified by the auditing officer and the certification shall be signed and dated by the auditing officer or his or her designee. The Executive Director is further authorized to establish a retroactive voucher approval procedure that authorizes the Director of Finance to pay any claims for the purchase of materials, services and any other contractual purpose after verification. The payment of such claims and the issuance of such vouchers and warrants shall be approved by the Board of the Authority at its next regular meeting following issuance of the vouchers or warrants.

Section 2. The Board of the Authority hereby reappoints the Executive Director as the auditing officer for the Authority to review and audit claims presented to the Authority pursuant to RCW 42.24.080; provided, that the Executive Director may delegate this responsibility in whole or in part to other officers or employees of the Authority upon written notice to the Chair of the Board. Each employee or officer serving as an auditing officer shall be bonded in an amount not less than \$50,000 and the fees for such bonds shall be paid by the Authority.

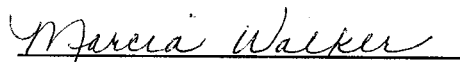
Section 3. The Finance Director of the Authority is hereby designated as the Treasurer of the Authority as authorized and required by RCW 81.112.120 effective March 27, 1997. Resolution No. 9 adopted January 7, 1994 is hereby superseded.

ADOPTED by the Board of the Regional Transit Authority for the Pierce, King and Snohomish Counties region at a regular meeting thereof held on the 27 day of March, 1997.



Bob Drewel
Chair of the Board

ATTEST:



Marcia Walker
Board Administrator