

RESOLUTION NO. 622

EAST WENATCHEE WATER DISTRICT TRAVEL FUND

WHEREAS, the District has two Resolutions in place for the District's Travel Fund, Resolution No. 463 and Resolution No. 388, and

WHEREAS, this Resolution take the place of Resolution No. 463 and Resolution No. 388, and

WHEREAS, the District finds that from time to time it becomes necessary for the District's elected Commissioner and/or employees to travel and incur expenses, and

WHEREAS, RCW 42.24.120 through 42.24.160 and the Washington State BARS MANUAL, VOL. 1, Ch. 3, Page 6, provide guidelines for establishing a revolving fund to be used solely for the purpose of making advance payments of travel expenses, and

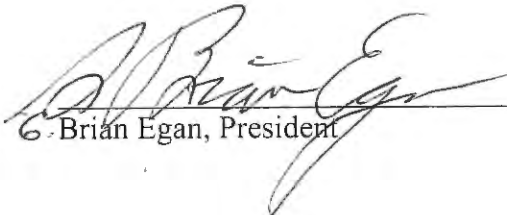
WHEREAS, the fund will be maintained in a bank as a checking account and advances will be by a check. The fund will be replenished by a warrant from the O & M account by the custodian of the account, and

WHEREAS, travel expense receipts are to be returned to the custodian within 15 days of the trip, and

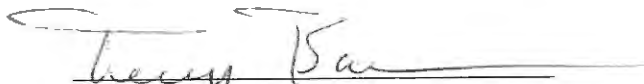
WHEREAS, the District has the right to withhold any funds, from payroll, that are not reimbursed to the District from an advance. No advance of any kind may be made to any Commissioner or employee at any time if they are delinquent for the repaying of a prior advance, and

NOW THEREFORE, BE IT HEREBY RESOLVED by the BOARD OF COMMISSIONERS of the EAST WENATCHEE WATER DISTRICT that the District will establish a revolving checking account at Cashmere Valley Bank under the name of East Wenatchee Water District, Travel Checking. The opening amount will be \$1,000.00. The custodian will be the District Controller (David E. Smith) and signers on the account will be the District Controller (Dave Smith), District Manager (Greg Brizendine) and the Douglas County Treasurer (Nona Haberman). The guideline per the BARS MANUAL will be used by the custodian to manage the fund.

ADOPTED, this 2nd day of February, 2011, by the Board of Commissioners of the East Wenatchee Water District, Douglas County, WA at a regular meeting thereof.


Brian Egan, President

ATTEST:


Terry Barnes, Secretary