

Columbia County Transportation Authority

Resolution: CCTA-2005-08

Title: Approval of Expenses for Payment

Recitations:

WHEREAS, the Columbia County Board of commissioners resolved to develop a Columbia County Transportation Authority in Resolution # 2005-09 as authorized under RCW § 36.57.020 on Feb. 7, 2005;

WHEREAS the Columbia County Transportation Authority has, pursuant to RCW 36.57.080 acquired the funds and system of the existing transportation system previously run by the county;

WHEREAS pursuant to RCW § 36.57.060, the Columbia County Auditor is authorized as the recordkeeper of the receipts and disbursements;

WHEREAS it is the intent of the Columbia County Transportation Authority to maintain a system similar to that operated by the Columbia County Transportation Department,

IT IS HEREBY RESOLVED THAT:

The General Manager, or designee thereof, shall receive all bills and expenses, and prepare them for approval by the authority in the following manner:

[] Prepare a coversheet requiring 3 members to approve the attached vouchers in a general manner, which authorizes one member to sign off on each individual voucher of a specific bill. This voucher sheet shall indicate the budget line from which the funds shall be disbursed. Subsequent to approval, the General Manager or designee shall cause those approved expenses to be presented to the Columbia County Auditor for disbursement of funds.

[] Prepare a voucher sheet for each bill requiring 2 members to approve the attached expense for payment. Subsequent to approval, the General Manager or designee shall cause those approved expenses to be presented to the Columbia County Auditor for disbursement of funds.

The minutes of Authority meetings shall record the approval of said vouchers.

Further, the Authority desires to enact the following conditions on voucher approval:

[] So long as the prerequisite signature approvals are made outside an official Authority meeting, the General Manager make record of those approvals and report such at the next official Authority meeting. The General Manager, upon receipt of the prerequisite signatures, may present the vouchers for disbursement to the Columbia County Auditor prior to the next official Authority meeting.

[] The General Manager is hereby authorized to appoint a designee to process the payment of expenses in the case of his/her absence

[] That the number of prerequisite signatures shall be:

☒ That of any member of the Authority


[] That the total prerequisite signatures must consist of _____ commissioner(s) and _____ mayor(s)

[] That at least one mayor must be a signatory to the voucher

DATED this 7th day of March, 2005.


Chairperson

Attest:


Stephanie Guettinger, General Manager