

RESOLUTION NO. 2013-12

**A RESOLUTION BY THE MASON TRANSIT AUTHORITY BOARD,
DESIGNATING THE FINANCE MANAGER AS A ONE-TIME
ALTERNATE SIGNATORY OFFICER**

WHEREAS, the Board of Directors recognizes the need to designate Officers authorized to sign checks and warrants; and

WHEREAS, the Board of Directors has determined that the General Manager and designee, Human Resources Manager, are the most appropriate individuals to serve as Officers and have been approved as Designated Signatory Officers under Resolution Nos. 2011-16 and 2012-13.

WHEREAS, both approved Designated Signatory Officers will not be available on August 28, 2013, to sign a required payroll check,

**NOW THEREFORE BE IT RESOLVED BY THE MASON TRANSIT
AUTHORITY BOARD OF DIRECTORS**, that:

- 1) the Finance Manager, Danette Brannin, be authorized to serve as an Officer to sign the August 28, 2013 payroll check pertaining to the pay date of August 30, 2013.
- 2) the bond requirement for Audit Officer and Officers is satisfied through the \$1,000,000 blanket bond coverage secured through the Washington State Transit Insurance Pool (WSTIP).
- 3) the disbursing and other pertinent policies shall be observed.
- 4) claims paid will be approved at its next regularly scheduled public meeting.
- 5) if any claims are disapproved, the auditing officer and the officer(s) designated to sign the checks or warrants recognize these claims as receivables of the Authority and will pursue collection diligently until the amounts are either collected or the Board of Directors is satisfied and approves the claims.

Dated this 20th day of August, 2013.

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Deborah Petersen, Chair

John Campbell
John Campbell, Authority Member

Terri Jefferys
Terri Jefferys, Authority Member

Tim Sheldon
Tim Sheldon, Authority Member

Sadie Whitener
Sadie Whitener, Authority Member

Mike Olsen

Mike Olsen, Vice-Chair

Herb Gerhardt
Herb Gerhardt, Authority Member

Randy Neatherlin
Randy Neatherlin, Authority Member

Gary Volk
Gary Volk, Authority Member

APPROVED AS TO CONTENT: Brad Patterson
Brad Patterson, General Manager

APPROVED AS TO FORM: Robert W. Johnson
Robert W. Johnson, Legal Counsel

ATTEST: Jeri A. Wood
Jeri A. Wood, Clerk of the Board

DATE: 8/20/13