

1 **March 31, 2020**

**Proposed No.: 20-002**

2  
3 **RESOLUTION NO. 478**

4  
5 A RESOLUTION of the Board of Directors of the Washington State Major  
6 League Baseball Stadium Public Facilities District appointing the Executive  
7 Director as Auditing Officer of the District and authorizing the Executive  
8 Director to open a bank account for District payroll and secure a business  
9 credit card for District purposes.

10  
11 WHEREAS, pursuant to the provisions of Chapter 36.100 RCW, as amended, the  
12 Washington State Major League Baseball Stadium Public Facilities District (“District”) has  
13 been created and possesses all the powers of a public facilities district; and

14 WHEREAS, the District makes periodic payments to its employees, contractors,  
15 vendors, service providers, and others consistent with the Board of Directors (“Board”)  
16 approved annual budget; and

17 WHEREAS, there may be circumstances when the Board does not meet prior to a  
18 day in which it would need to approve vouchers for payment of the District’s warrants and  
19 claims; and

20 WHEREAS, there is a need by the District to process warrants, make electronic  
21 payments, pay its employees, and make purchases that facilitate the normal operations of  
22 the District offices, all in a timely and consistent manner; and

23 WHEREAS, Resolution No. 20-001 ratified the hiring of Joshua Curtis as the  
24 District Executive Director and delegated to him all powers of the office, including the  
25 power to direct, administer and manage the affairs and general operations of the District;  
26 and

27 WHEREAS, it would be of financial benefit and in the best interests of the District  
28 to: i) appoint the Executive Director as an Auditing Officer to certify voucher approval  
29 documents for the correct and certified submission of vouchers to the King County Finance  
30 Office without awaiting a Board meeting to authorize specific payments; ii) authorize the  
31 Executive Director to open a bank account for the purpose of processing payroll for District  
32 employees; iii) secure a business credit card in order to efficiently carry out the business of  
33 the District; and

34 WHEREAS, RCW 42.24.180 authorizes the issuance of warrants before approval of  
35 the vouchers by the Board in order to expedite the payment of claims.

36 NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF  
37 THE WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC  
38 FACILITIES DISTRICT AS FOLLOWS:

39 Section 1. The Executive Director is hereby appointed as the Auditing Officer of the  
40 District, including for the purpose of authorizing the issuance of warrants and electronic  
41 transactions prior to Board approval.

42 Section 2. The Executive Director is hereby authorized to submit vouchers for  
43 payment and disbursement in accordance with Board resolutions prior to the Board taking  
44 action to approve said claims.

45 Section 3. The Executive Director is hereby authorized to open a bank account for  
46 the purpose of processing payroll for District employees.

47 Section 4. The Executive Director is hereby authorized to secure a business credit  
48 card with a credit limit of \$10,000 in the name of the District and use said credit card to  
49 make purchases necessary for the execution of District duties. The Executive Director may  
50 not exceed \$2,500 of expenditures in a 30-day period unless specifically authorized in  
51 writing by the Board Chair.

52 Section 5. The Executive Director is hereby authorized to take such administrative  
53 or other actions as necessary to implement the provisions of this resolution and the terms  
54 approved herein.

55  
56 PASSED by a vote of 7 to 0 this 31<sup>st</sup> day of March, 2020.

57 BOARD OF DIRECTORS  
58 WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM  
59 PUBLIC FACILITIES DISTRICT  
60



Stacy Graven, Chair

61  
62  
63  
64 ATTEST:



65  
66 Clerk