

**NORTH BEACH WATER DISTRICT
PACIFIC COUNTY, WASHINGTON**

RESOLUTION NO. 02-2013

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF NORTH BEACH
WATER DISTRICT, PACIFIC COUNTY, WASHINGTON, APPROVING THE
ISSUANCE OF WARRANTS BY A DISTRICT AUDITING OFFICER.**

WHEREAS, RCW 42.24.180 authorizes the Board of Commissioners of North Beach Water District to expedite the payment of claims against the District by designating an officer of the District to approve and pay such claims before the Board of Commissioners has approved them; and

WHEREAS, the Board of Commissioners desires to authorize the District's general manager to approve and pay claims against the District before the Board of Commissioners has approved the claims; and

WHEREAS, the Board of Commissioners confirms the District's contracting, hiring, purchasing, and disbursement policies and finds that those policies implement effective internal controls for the approval and payment of claims against the District by the general manager as provided for in this Resolution; now, therefore

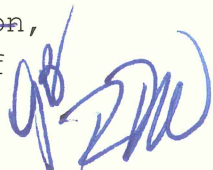
BE IT RESOLVED by the Board of Commissioners of North Beach Water District, Pacific County, Washington, as follows:

Section 1. Pursuant to RCW 42.24.180, the North Beach Water District's general manager is designated as the District's auditing officer for approving and paying:

A. Claims against the District for goods and services that the Board of Commissioners has authorized to be delivered or performed and that are due and payable and will become delinquent before the next regular meeting of the Board of Commissioners; and

B. Claims of District employees for earned salaries and wages.

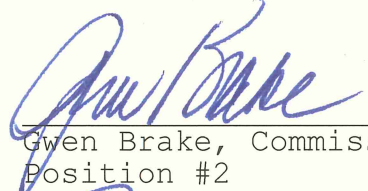
If the general manager is unavailable to approve and pay claims, the North Beach Water District's office manager may serve as the auditing officer .

2. The District shall pay employees by direct deposit or electronic funds transfer into their personal bank account.
3. Employee paydays shall be (1) the fifth (5th) day of the month for the pay period starting the sixteenth (16th) day of the previous month and ending the last day of the previous month and (2) the 20th day of the month for the pay period starting the first (1st) day of the same month and ending the fifteenth (15th) day of the same month. If a payday falls on a Saturday, Sunday, or a legal holiday, the payday shall be the last working day before the regular payday.
4. The Board of Commissioners will consider whether to grant cost of living increases for employees at its December regular meeting. ~~In making a cost of living determination, the Board of Commissioners shall consider the Bureau of Labor Statistics Seattle-Tacoma-Bremerton area Consumer Price Index's October report and local conditions.~~ 

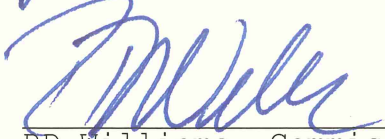
Section 2. The General Manager, or designee, shall distribute the revised policy and procedure of Section 1 of this Resolution in a timely manner to all employees.

Adopted by the Board of Commissioners of North Beach Water District, Pacific County, Washington at its adjourned regular meeting held on the 23rd day of January, 2013.

Brian Sheldon, Commissioner
Position #1



Gwen Brake, Commissioner
Position #2



RD Williams, Commissioner
Position #3

