

RESOLUTION NO. 2021-05

A RESOLUTION OF THE OKANOGAN COUNTY TRANSIT AUTHORITY AMENDING THE OKANOGAN COUNTY TRANSIT AUTHORITY ACCOUNTING MANUAL- FINANCIAL MANAGEMENT POLICIES AND PROCEDURES REGARDING CASH DISBURSEMENTS AND CHECK SIGNING.

WHEREAS, the Okanogan County Transit Authority ("OCTA") has previously adopted an Accounting Manual-Financial Management Policies and Procedures effective July 15, 2020, ("Accounting Manual"); and

WHEREAS, the Board of Directors ("Board") of OCTA has required by Resolution that two (2) signatures are required on the North Cascades Bank Revolving Account-Operating Costs of OCTA; and

WHEREAS, it is necessary to amend the Accounting Manual to be consistent with the requirements of the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF OCTA AS FOLLOWS:

Section 1. Page 16, Policy Implementation, subparagraph 7, of the Accounting Manual which reads as follows:

The General Manager, or other authorized bank signer, will sign checks. The Board will approve the voucher certification at regularly scheduled meetings.

be and it is hereby amended to read as follows:

- Two (2) signatures are required on checks. Such persons authorized as signatories shall be the General Manager, Chairperson or Vice Chairperson. The Board will approve the voucher certification at regularly scheduled meetings.

Section 2. Page 27, Check Signing, of the Accounting Manual which reads as follows:

TRANGO uses physical signatures from approved signers.

Approved signers include the Chair and Vice Chair of the Board and the General Manager.

be and it is hereby amended to read as follows:

TRANGO uses physical signatures or electronic signatures from approved signers as authorized by the Board.

Two (2) authorized signatures are required on checks, and the authorized signers include the General Manager, the Chairperson or Vice Chairperson.

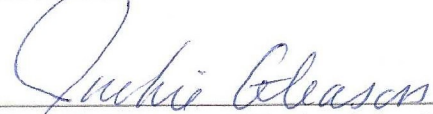
Passed by the Board of OCTA at its regular meeting on January 20, 2021.

APPROVED:



Cindy Gagne, Chairperson

ATTEST:



Jackie Gleason, Clerk of the Board

APPROVED AS TO FORM:



W. Scott DeTro, OCTA Attorney