

## RESOLUTION NO. 1463

### **A RESOLUTION Delegating Contracting, Purchasing and Work Order Approval to the Manager.**

**WHEREAS**, the Commissioners by Resolution No. 1440 adopted on the 10<sup>th</sup> day of July, 2007, adopted Governance Policy No. 12 which provides in pertinent part as follows:

"The Commission shall develop policies that define the delegation to the General Manager with regard to the General Manager's authority."

**WHEREAS**, the Commission by said resolution also adopted Governance Policy No. 13 which provides in pertinent part as follows:

"The Commission, by resolution, shall establish procurement authorities and guidelines for the General Manager consistent with State laws and regulations. . ."

**WHEREAS**, RCW 54.16.100 setting forth the manager's duties provides in pertinent part as follows:

"The manager shall be the chief administrative officer of the district, in control of all administrative functions and shall be responsible to the commission for the efficient administration of the affairs of the district placed in his or her charge. The manager shall . . . perform such . . . duties as may be imposed upon the manager by resolution of the commission."

Now, Therefore,

**Be it Resolved by the Board of Commissioners of Public Utility District No. 1 of Okanogan County as follows:**

1. The following powers and authorities are hereby delegated and assigned to the General Manager:

- A. The authority to approve all purchase of materials, supplies and equipment that has been specifically provided for in the duly adopted budget and that do not exceed \$250,000.00.
- B. The power and authority to approve all contracts for public works projects that have been specifically provided for in the budget and that do not exceed \$250,000.00.
- C. The power and authority to approve professional service contracts that have been provided for in the budget and that do not exceed \$250,000.00.


D. The power and authority to take whatever steps are necessary in the event of an emergency presenting unforeseen circumstances beyond the control of the District that either (a) present a real, immediate threat to the proper performance of essential functions, or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken. Such delegated authority shall continue until the next meeting of the Board of Commissioners. For the purposes of this resolution, an "emergency" shall mean natural disasters, acts of war, riots and civil unrest.

E. The authority to approve all routine work orders for the electrical and telecom systems.

2. The exercise of authority delegated hereby shall be executed in such a way to assure the Commission and the ratepayers of the District that the District is receiving maximum value for each utility dollar expended and to enhance and assure fiscal responsibility in the procurement process.

3. The exercise of the powers delegated hereby shall be in full compliance with all other duly adopted resolutions of this District and in full and strict compliance with the statutes of the State of Washington as codified in the Revised Code of Washington, the Washington Administrative Code, and all other local, state and federal laws and regulations.

**ADOPTED** at the regular meeting of the Board of Commissioners of Public Utility District No. 1 of Okanogan County, this 5th day of August, 2008.

  
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Ernest J. Bolz, President

  
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Trish Butler, Vice President

ATTEST:

  
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David A. Womack, Secretary

APPROVED:

  
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Michael D. Howe, Legal Counsel