

rescinded by 97-6

**AMENDED  
RESOLUTION 96-2**

**RESOLUTION OF THE CHINO BASIN WATERMASTER,  
AUTHORIZING AND DESIGNATING SIGNATORIES OF  
DEPOSITORY AGREEMENTS, DEPOSITORY CARDS AND  
DEPOSITS, TRANSFERS AND WITHDRAWALS OF FUNDS**

**WHEREAS**, Chino Basin Watermaster has terminated its "Facilities Service Agreement" with Chino Basin Municipal Water District; and

**WHEREAS**, under said Agreement, certain Depository Agreements and Depository Signatories were authorized which now need to be revised; and

**WHEREAS**, an outside firm of Certified Public Accountants is being considered to act as Controller to handle all financial details of Watermaster including deposits, investments, transfers, and will draw checks in payment of bills except for those checks needed from time to time to cover incidental expenses of Watermaster. And in this capacity will be authorized and designated as a signatory on all bank accounts; and

**WHEREAS**, Watermaster proposes to hire an outside firm to provide payroll services, using a separate bank account established for this purpose; and

**WHEREAS**, a minimum of three separate checking accounts will be required in order to maintain the proper controls over all liquid assets.

**NOW, THEREFORE, BE IT RESOLVED**, by the Watermaster as follows:

Section 1. Depository Agreements - Checking Accounts. The Watermaster Controller is hereby authorized to enter into and execute agreements for deposit of Watermaster funds in three (3) bank accounts. In so doing Watermaster Controller will act in accordance with Section 53630 et seq. of the Government Code as applicable.

- A. Exception Check Account - no more than \$10,000.00 will be held in this account at any time. Periodic replenishment of this fund will be made by the Controller upon receipt of a written request by Chief of Watermaster Services accompanied by paid vouchers and supporting invoices.
- B. Payroll Account - funds sufficient to cover bi-weekly payroll costs including net wages and related payroll taxes will be deposited periodically in this account in accordance with the agreement entered into between Watermaster and the contractor.
- C. Regular Checking Account - all receipts of Watermaster funds will be deposited in this Checking Account; and all checks, other than exception checks and payroll or payroll-related checks, will be drawn against this account.

Section 2. Depository Cards - All Accounts. That the persons authorized and directed to execute depository cards for all bank accounts of the Chino Basin Watermaster are designated as follows:

A. Watermaster Officers:

Chairman Bill Hill  
Bill Hill

Vice Chairman George Borba  
George Borba

Secretary/Treasurer John L. Anderson  
John Anderson

B. Watermaster Services Representatives:

Controller Alice Lichti  
Alice Lichti

Chief of Watermaster Services Traci Stewart  
Traci Stewart

Section 3. Depository Cards - Exception Check Account. In addition to the persons listed in Section 2, the following Watermaster Staff members may also be authorized and directed to execute depository cards for this account:

Water Resources Specialist Michelle Lauffer  
Michelle Lauffer

Administrative Assistant Mary Staula  
Mary Staula

Associate Engineer I Jim Theirl  
Jim Theirl

Section 4. Signing of Checks. That checks of the Chino Basin Watermaster may be signed by certain persons as follows. Facsimile signatures are not acceptable.

A. Any check up to \$600 may be signed by any one person authorized under Sections 2 or 3 above.

B. Any check over \$600, but less than \$10,000 must be signed by any two persons authorized above; however, at least one signature must be from Section 2 and the other may be from Section 3.

C. Any check over \$10,000 must be signed by two persons authorized under Section 2 above; however one signature must be that of a Watermaster Officer as indicated in Section 2a above.

Section 5. Credit Card Use. The issuance of up to two (2) credit cards for incidental Watermaster expenses may be approved by a person authorized under Section 2 above. Each credit card shall have a credit limit of \$600 or the minimum credit limit of the issuing entity, whichever is higher. Credit cards may be used up to a limit of \$600 by any one person listed under Section 2 or 3 above.

- Section 6. Intra-bank Transfers. That written authorization to transfer funds between the Chino Basin Watermaster checking accounts and savings accounts may be signed by any person listed under Section 2.
- Section 7. Newly issued Time Certificates of Deposit. That any signatory listed under Sections 2 or 3, may sign receipts for "Notices to Depository - Penalty for Early Withdrawal of Time Deposit" covering new Time Certificates of Deposit issued to the Chino Basin Watermaster.
- Section 8. Maturing Time Certificates of Deposit. That any signatory listed under Section 2 may endorse a maturing Certificate of Deposit when such an endorsement is required by the issuing financial institution at redemption.

**Approved by unanimous vote of the Advisory Committee on June 26, 1996.**

ADOPTED this 10th day of July, 1996. Amended this \_\_\_\_\_ 6 \_\_\_\_\_ th day of November, 1996.

  
\_\_\_\_\_  
Chairman  
Chino Basin Watermaster

ATTEST:

  
\_\_\_\_\_  
Secretary  
Chino Basin Watermaster

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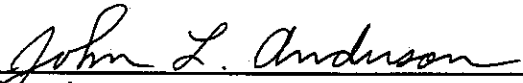
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**Approved by unanimous vote of the Advisory Committee on June 26, 1996.**

ADOPTED this 10th day of July, 1996.

  
\_\_\_\_\_  
Chairman  
Chino Basin Watermaster

ATTEST:

  
\_\_\_\_\_  
Secretary  
Chino Basin Watermaster

STATE OF CALIFORNIA            )  
  ) SS  
COUNTY OF SAN BERNARDINO )

I, John L. Anderson, Secretary of the Chino Basin Watermaster, DO HEREBY CERTIFY that the foregoing Resolution being No. 96-2, was adopted at a regular meeting of the Chino Basin Watermaster Board by the following vote:

AYES:                   Anderson, Dunihue, Troxel

NOES:                   None

ABSENT:               Hill, Borba

ABSTAIN:               None

  
Secretary

STATE OF CALIFORNIA )  
 ) SS  
COUNTY OF SAN BERNARDINO )

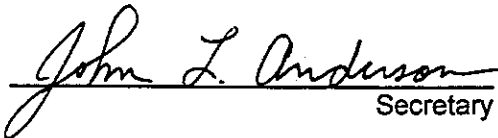
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AYES: Anderson, Dunihue, Troxel

NOES: None

ABSENT: Hill, Borba

ABSTAIN: None

  
Secretary

I, John L. Anderson, Secretary of the Chino Basin Watermaster, DO HEREBY CERTIFY that the foregoing Resolution being No. 96-2, was amended at a regular meeting of the Chino Basin Watermaster Board by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

  
Secretary