

RESOLUTION 98-1

*reapproved by
99-12*

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

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

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

WHEREAS, two separate checking accounts and one savings account 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 two (2) bank accounts. In so doing Watermaster Controller will act in accordance with Section 53630 et seq. of the Government Code as applicable.

- A. Regular Checking Account - all receipts of Watermaster funds will be deposited in this Checking Account; and all checks, other than payroll or payroll-related checks, will be drawn against this account.
- B. Payroll Account - funds sufficient to cover bi-weekly payroll costs including net wages, related payroll taxes and employee authorized deductions, will be deposited bi-weekly in this account in accordance with the agreement entered into between Watermaster and the contractor.

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 (including LAIF) are designated as follows:

A. Watermaster Officers:

Chairman
Vice-Chairman
Secretary/Treasurer

B. Watermaster Services Representatives:

Controller
Chief of Watermaster Services

Section 3. 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 Section 2 above.

- B. Any check over \$600, but less than \$10,000 must be signed by any two persons authorized above.
- 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 4. 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 above.
- Section 5. 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. That the Watermaster Controller and the Chief of Watermaster Services may carry out the day to day cash flow management for all accounts according to financial and investment policies and procedures on file with the Watermaster.
- Section 6. Newly issued Time Certificates of Deposit. That any signatory listed under Section 2, 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 7. 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.
- Section 8. Rescission of Resolution. Upon adoption of this resolution, Resolution No. 97-6, as amended, and any preceding resolution authorizing and designating signatories of depository agreements, depository cards and deposits, transfers and withdrawals of funds are hereby rescinded in their entirety.

ADOPTED this 5th day of March, 1998.



Chairman
Chino Basin Watermaster

ATTEST:



Secretary
Chino Basin Watermaster

STATE OF CALIFORNIA)
) SS
COUNTY OF SAN BERNARDINO)

I, JOSEPHINE M. JOHNSON , Secretary of the Chino Basin Watermaster, DO HEREBY CERTIFY that the foregoing Resolution being No. 98-1, was adopted at a regular meeting of the Chino Basin Watermaster Board by the following vote:

AYES: NEUFELD, KRUEGER, JOHNSON, ARBELBIDE, CATLIN, HOFER,
 SCHROEDER, SKROPOS, VANDEN HEUVEL

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

CHINO BASIN WATERMASTER



Secretary