

RESOLUTION NO. 17R-08

**A STATEMENT OF THE BOARD OF DIRECTORS OF THE
BIGHORN-DESERT VIEW WATER AGENCY
AUTHORIZING AGENCY CREDIT CARDS FOR DIRECTORS AND
SETTING GUIDELINES FOR THE USE OF THE SAME**

WHEREAS, in the course of attendance to conferences or other authorized events there are times when the use of a business credit card would be advantageous for the efficiencies provided and cost savings available by using such; and

WHEREAS, the Bighorn-Desert View Water Agency desires to authorize credit cards through the Agency's banking institution in the name of individual directors for charging of expenses and establishing identity in conjunction with conferences and other authorized travel; and

WHEREAS, Resolution No. 15R-02 authorized each Director to obtain a credit card through the Agency's then current banking institution, Union Bank of California (First Bank Card) with a credit limit of \$2,500 for each credit card; and

WHEREAS, the current banking institution is Pacific Western Bank and existing credit cards were obtained through Union Bank of California (First Bank Card); and

WHEREAS, members of the Board of Directors are limited to credit card purchases for travel or travel related expenses while in the performance of agency duties or in attendance at agency related training or seminars; and

WHEREAS, Director travel expenses shall be handled in accordance with the Policy for Reimbursement of Actual and Necessary Expenses for Board Members; and

WHEREAS, notwithstanding the foregoing, members of the Board of Directors shall be required to comply with all applicable, laws, rules and regulations regarding expenditures and reimbursements including, but not limited to, laws regarding conflicts of interest and ethical requirements; and

WHEREAS, no personal expenses are to be charged to the credit card at any time or for any reason whatsoever; and

WHEREAS, the General Manager will house said credit cards and distribute to Directors prior to attendance at agency related training or seminars.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Agency do hereby authorize the following:

1. That each Director be assigned and utilize a credit card through the Agency's current banking institution, Pacific Western Bank; and
2. That the credit limit shall be \$2500 for each credit card; and

3. That the credit cards shall only be used as a method of payment for purchases which have been approved in compliance with the existing Policy for Reimbursement of Actual and Necessary Expenses for Board Members.

PASSED, APPROVED, AND ADOPTED by the Board of Directors to Bighorn-Desert View Water Agency this 28th day of February 2017.

By J. Larry Coulombe

J. Larry Coulombe, Board President

Attest:

Judy Corl-Lorono

Judy Corl-Lorono, Board Secretary

