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**BOARD OF DIRECTORS**  
**UPPER VENTURA RIVER GROUNDWATER AGENCY**

**RESOLUTION NO. 2018-5**

**A RESOLUTION OF THE UPPER VENTURA RIVER GROUNDWATER AGENCY  
(AGENCY) REVISING INVOICE APPROVAL PROCEDURES**

**WHEREAS**, Article 7.2 of the Upper Ventura River Groundwater Agency's ("Agency") currently requires the Board of Directors (Board) to approve all warrants and authorize issuance of checks in payment thereof; and

**WHEREAS**, on July 12, 2018, the Board adopted Resolution 2018-04, designating check signing authority and invoice review procedures; and

**WHEREAS**, the Board did thoroughly discuss and determine need for revisions Section 7.2 of the Agency's Bylaws at its October 11, 2018 Board meeting.

**NOW, THEREFORE**, the Board of Directors of the Upper Ventura River Groundwater Agency does hereby resolve, find, determine and order as follows:

Article 7.2 of the Bylaws is hereby repealed in its entirety and replaced as follows:

7.2 Signature of Checks and Approval of Warrants. The GSP Project Manager shall review all warrants for consultant and other GSP-related expenses, other than those warrants submitted by the GSP Project Manager. Following GSP Project Manager review, any two Officers shall have the authority to approve warrants for consultant and other GSP-related expenses and sign checks on behalf of the Agency in payment thereof. Checks for payment of utility bills, postage, payroll, payroll taxes, credit union collections, petty cash, emergency repairs, invoices subject to discount and interfund transfers, and similar payments shall be reviewed, and payment authorized, by any two Officers. All approved warrants shall be presented in a financial summary report to the Board at its next meeting.

PASSED, APPROVED, AND ADOPTED this 11th day of October, 2018.


  
Bruce Kuebler, Board Chair

ATTEST:

  
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Cece Vandermeer  
Executive Director

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APPROVED AS TO FORM

  
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Upper Ventura River Groundwater Agency  
General Counsel