

RESOLUTION NO. OC SAN 23-19

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY SANITATION DISTRICT, AUTHORIZING THE ESTABLISHMENT OF MISCELLANEOUS BANKING ACCOUNTS, ESTABLISHING POLICIES GOVERNING THE TRANSACTIONS RELATED THERETO, AND DESIGNATING EMPLOYEES TO ACT ON ORANGE COUNTY SANITATION DISTRICT'S BEHALF FOR SAID ACCOUNTS; AND REPEALING RESOLUTION NO. OCSD 18-06

WHEREAS, most financial transactions of the Orange County Sanitation District (OC San) involving a transfer of funds other for investments, are processed by OC San through accounts and funds on deposit with the OC San's Treasurer;

WHEREAS, there are three (3) categories of transactions handled by OC San which require daily accounting and fund transfers, to wit: (1) petty cash; (2) self-funded worker's compensation claims; and (3) short-term investment earnings; and

WHEREAS, in order to properly manage these daily transactions, OC San needs depository accounts with banks and/or savings and loan associations.

NOW THEREFORE, the Board of Directors of the Orange County Sanitation District, DOES HEREBY RESOLVE, DETERMINE AND ORDER:

Section 1. That OC San's Treasurer is authorized to designate, by written directive, certain employees or contract agents acting as OC San's administrators for worker's compensation claims, who are empowered to act on OC San's behalf relating to making deposits, issuing checks, ordering transfer of funds, and signing bank documents related solely to those transactions. The designated employees or agents shall be listed by name in the Treasurer's written directive and may be changed from time to time at his discretion. The employees shall be the incumbents of the following job classifications:

- Treasurer
- General Manager
- Assistant General Manager
- Director of Finance
- Controller
- Financial Management Division Manager
- Accounting Supervisor
- Such other similar positions as designated by the General Manager
- Such agents who act as administrators for OC San pursuant to written agreement approved by the General Counsel

Section 2. That the Treasurer or designated employees are authorized to establish, in the name of OC San, one or more deposit accounts with those depositories set forth in Section 3 below, upon such terms and conditions as may be agreed upon with said depositories. Said accounts shall be for the purpose of handling the transfer of funds related to:

- OC San's Petty Cash Fund
- OC San's Self-Funded Worker's Compensation Insurance Fund
- OC San's Short-Term Investment Earnings Fund

Section 3. That the following depository is approved for the deposit of OC San funds:

- Banc of California

Section 4. That the Treasurer or designated employees, but no OC San Contract Agents, are authorized to execute Telephone Transfer Service Agreements or Authorizations, Funds Transfer Agreements, and Funds Transfer on Oral Instruction Agreements, with any authorized depository.

Section 5. That all withdrawal of monies by and on behalf of OC San from the authorized accounts shall be signed by any one person designated by the Treasurer in the Bank-Depositor Agreements, unless said Agreements specifically provide for two authorized signatures.

Section 6. That the authority delegated hereby to OC San's Treasurer is made to Wallace Ritchie, whose signature appears after his name:

Wallace Ritchie _____
(Authorized Signature)

PASSED AND ADOPTED at a regular meeting of the Board of Directors held August 23, 2023.

Ryan Gallagher
Board Vice-Chairman

Kelly A. Lore, MMC
Clerk of the Board

STATE OF CALIFORNIA)
)SS
COUNTY OF ORANGE)

I, Kelly A. Lore, Clerk of the Board of Directors of the Orange County Sanitation District, do hereby certify that the foregoing Resolution No. OC SAN 23-19 was passed and adopted at a regular meeting of said Board on the 23rd day of August 2023, by the following vote, to wit:

- AYES:**
- NOES:**
- ABSTENTIONS:**
- ABSENT:**

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Orange County Sanitation District this 23rd day of August 2023.

Kelly A. Lore, MMC
Clerk of the Board of Directors
Orange County Sanitation District