

Resolution 19 - 15
to
Rescind Resolution 34 - 05 and
to
Authorize Signatures on Financial Institution
Accounts and Amend Policy 4.6.2
of the
San Mateo County Harbor District

Whereas, Policy 4.6.2 was approved November 16, 2005 based on Resolution 34-05 and changes are needed in financial institutions; and,

Whereas, Resolution 34-05 was approved on November 16, 2005, and changes are needed in financial institutions; and,

Whereas, said financial institution accounts are as follows:

LAIF

San Mateo County Treasurer

Unrestricted Account

Restricted Account

US Bank

Operating Account

Payroll Account

Therefore, be it resolved that the signatures (by signature stamp or live) of the persons serving the following positions:

Commissioner, and/or
General Manager, and/or
Director of Finance, and/or
Human Resource Manager

are hereby authorized to sign under the conditions as stated in Policy 4.6.2 which shall be amended as stated below:

1. Signatures of any two of the above persons shall be required for transfers between financial institutions and for signing operating account checks.
2. Any two persons listed above can sign together, with the exception of the General Manager, Director of Finance, and Human Resource Manager.
3. Transfers between and among San Mateo County Harbor District accounts within the same financial institution require only one signature.

4. Payroll checks require only one signature.
5. All checks over \$10,000 for operating expense, capital project and capital outlay expenditures require two live signatures, one by a Commissioner and one by either the General Manager, Director of Finance, or Human Resource Manager.

Any checks for recurring operating expenses, such as Pacific Gas & Electric Company or the Operating Engineers Trust, whether over or under \$10,000 shall be paid pursuant to the existing Bills & Claims approval procedure.

6. Checks routinely issued for \$10,000 and under require one signature only.
7. There shall be at least one live signature on all checks.

Approved this 17th day of June, 2015, at the regular meeting of the Board of Harbor Commissioners by a vote as follows:

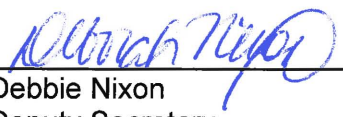
For: Bernardo, Brennan, David, Mattusch, Parravano


Against: None

Abstaining: None

Attested

BOARD OF HARBOR COMMISSIONERS


Debbie Nixon
Deputy Secretary


Tom Mattusch
President