

DATE: October 25, 2018

TO: Watershed Conservation Authority Governing Board

FROM: Debbie Enos, Deputy Executive Officer

THROUGH: Mark Stanley, Executive Officer

SUBJECT: Item 12: Consideration of a resolution to approve signature authority for Fiscal Manager.

RECOMMENDATION: The WCA Governing Board authorizes the Fiscal Manager, Nicole Law, to act as a designated signatory for approval of non-payroll expenditures and contracts for amounts not to exceed \$15,000; and, for payroll expenditures for amounts not to exceed \$25,000.

BACKGROUND: The Los Angeles County Auditor-Controller has requested that this action be taken for purposes of maintaining appropriate fiscal controls.

Nicole Law joined the staff as a full-time employee on October 9, 2017 to serve as the Fiscal Analyst II and promoted on October 1, 2018 to Fiscal Manager.

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RESOLUTION 2018-21

**RESOLUTION OF THE WATERSHED CONSERVATION AUTHORITY TO
AUTHORIZE THE FISCAL MANAGER AS A DESIGNATED SIGNATORY FOR
APPROVAL OF EXPENDITURES AND CONTRACTS**

WHEREAS, the Watershed Conservation Authority (WCA) has been established to facilitate joint projects between the Rivers and Mountains Conservancy and Los Angeles County Flood Control District; and

WHEREAS, The Watershed Conservation Authority has been established to focus on projects which will provide open space, habitat restoration, and watershed improvement projects in both the San Gabriel and Lower Los Angeles Rivers watershed; and

WHEREAS, this action authorizes the Fiscal Manager as a designated signatory for approval of expenditures and contracts; and

WHEREAS, this action is exempt from the environmental impact report requirements of the California Environmental Quality Act (CEQA).

Therefore be it resolved that the WCA hereby:

1. **FINDS** that this action is consistent with the purposes and objectives of the WCA.
2. **FINDS** that the actions contemplated by this resolution are exempt from the environmental impact report requirements of the California Environmental Quality Act.
3. **ADOPTS** the staff report dated October 25, 2018.
4. **AUTHORIZES** Fiscal Manager as a designated signatory for approval of non-payroll expenditures, for amounts not to exceed \$15,000; and,
5. **AUTHORIZES** Fiscal Manager as a designated signatory for approval of payroll expenditures, for amounts not to exceed \$25,000.

~ End of Resolution ~

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Motion: _____ Second: _____

Ayes: _____ Nays: _____ Abstentions: _____

Resolution 2018-21

Passed and Adopted by the Board of the
WATERSHED CONSERVATION AUTHORITY
On October 25, 2018

M. Janet Chin, Chairperson

ATTEST: _____
David Edsall
Deputy Attorney General