

## RWA Check-Signing Authority in Emergency Situations

### RWA JPA Agreement

- **Powers.** The Regional Authority shall have the power in its own name to do any of the following . . .
  - Perform all acts necessary or proper to carry out fully the purposes of this Agreement. (RWA Joint Powers Agreement, para. 7.a.11, p. 5.)
  - To the extent not specifically provided for herein, to exercise any powers in the manner and according to methods provided under the laws applicable to a Community Services District (Division 3 of Title 6 of the Government Code, commencing with section 61000). (RWA Joint Powers Agreement, para. 7.a.12, p. 5.)
- **Powers and Limitations.** All the power and authority of the Regional Authority will be exercised by the Board, subject however, to the rights reserved by the Members as herein set forth, provided, that the Board may delegate its powers and authority to the Executive Committee or the Executive Director. (RWA Joint Powers Agreement, para. 14, p. 7.)
- **Executive Director.** The Executive Director of the Regional Authority shall be the chief administrative officer of the Regional Authority, shall serve at the pleasure of the Board of Directors, and shall be responsible to the Board for the proper and efficient administration of the Regional Authority pursuant to the provisions of this Agreement, or of any resolution or order of the Board. In addition to other powers and duties herein provided, the Executive Director shall have the power:
  - a. Under policy direction of the Executive Committee, to plan, organize and direct all Regional Authority activities (RWA Joint Powers Agreement, para. 19.a., pp. 8-9.)
  - c. To authorize expenditures within the designations and limitations of the approved Budget (RWA Joint Power Agreement, para 19.c., p. 9).

### Community Services District Law

- Government Code section 61004:
  - This division shall be liberally construed to effectuate its purposes.
- Government Code section 61060:
  - A district shall have and may exercise all rights and powers, expressed and implied, necessary to carry out the purposes and intent of this division, including, but not limited to, the following powers, [including] any and all actions necessary for, or incidental to, the powers expressed or implied by this division. (Gov. Code § 61060(n).)

### RWA Check Signing Authority - Policy Number 500.6

- Only persons authorized by the Board of Directors may sign checks or transfer funds from or between depositories. (Policy 500.6, p. 1.)
- For the General Fund Account:
  - “For amounts up to \$10,000,” one of the signatures of either the Executive Director, the Finance and Administrative Services Manager, or the Manager of Technical Services is required. (Policy 500.6, Part I.A., p. 1.)

- “For amounts over \$10,000,” the signature of either the RWA Board Chair, or the RWA Vice-Chair, as well as one of the signatures of either the Executive Director, the Finance and Administrative Services Manager, or the Manger of Technical Services. (Policy 500.6, Part I.B., p. 1.)
- “For grant/incentive reimbursement checks payable to participants up to \$20,000,” one of the signatures of either the Executive Director, the Finance and Administrative Services Manager or the Manger of Technical Services is required. (Policy 500.6, Part I.C. p. 1.)
- “For grant/incentive reimbursement checks payable to participants over \$20,000,” the signature of either the RWA Board Chair, or the RWA Vice-Chair, as well as one of the signatures of either the Executive Director, the Finance and Administrative Services Manager, or the Manager of Technical Services. (Policy 500.6, Part I.D., pp. 1-2.)
- For Investment Accounts:
  - “For amounts up to \$10,000, except transfers between the General Fund Account and LAIF Account as provided in Part III,” the signatures of both the Executive Director and the Finance and Administrative Services Manager are required. (Policy 500.6, Part II.A., p. 2.)
  - “For amounts over \$10,000, except transfers between the General Fund Account and LAIF Account as provided in Part III,” the signatures of both the RWA Chair and the Executive Director are required. (Policy 500.6, Part II.B., p. 2.)
  - “In the event the chair is unavailable or is prohibited from signing, the Vice Chair is authorized to sign.” (Policy 500.6, Part II.C., p. 2.)
- For transfers of funds between the General Fund and LAIF Accounts:
  - These transfers may be “executed using electronic or phone procedures by” either the Executive Director or the Finance and Administrative Services Manager. (Policy 500.6, Part III.A., p. 3.)
  - They must also be “reviewed by the Executive Director” as “evidenced by the Executive Director’s signature on the documentation for the transfer.” (Policy 500.6, Part III.B., p. 3.)