



# Gig Harbor Fire & Medic One

**RESOLUTION 2024-08**  
**September 24, 2024**

**WHEREAS**, RCW 42.24.180 authorizes the legislative body of local governments to authorize the issuance of warrants in payment of claims, after the designated officer has approved or signed the warrants or checks; and

**WHEREAS**, the Board of Fire Commissioners has determined that it would be in the best interest of the District and its citizens to appoint an auditing officer or officers, and it would promote effectiveness and efficiency in the administration of the accounts payable and payroll of the District to implement this enabling resolution; and

**WHEREAS**, the Board of Fire Commissioners has previously adopted a Resolution establishing and adopting policies and procedures for contracting, hiring, purchasing, and disbursing of funds, all of which implement effective internal controls over funds and property of the District; and

**WHEREAS**, RCW 52.16.050 (2) authorizes a fire district that had an annual operating budget of five million or more dollars in each of the preceding three years to adopt, by resolution, a policy to issue its own warrants for payment of claims or other obligations of the fire district. The District had an annual operating budget of five million or more dollars in the preceding three years; and

**WHEREAS**, the District has coordinated with Pierce County in the implementation of the District issuing its own warrants pursuant to RCW 52.16.050.

**NOW, THEREFORE BE IT HEREBY RESOLVED AS FOLLOWS:**

Section 1. The Fire Chief, the Assistant Chief of Finance and Administration, and the Finance Director remain the Auditing Officers of the District. The Auditing Officers shall each be required to furnish an official bond for the faithful discharge of their duties in the amount of \$50,000.

Section 2. The Auditing Officers are authorized to issue warrants pursuant to this Resolution. The District may issue its own warrants, and submit a certificate to the Pierce County Treasurer for each warrant run showing the warrant date, warrant number, payee and amount authorizing the county to pay those warrants.

Section 3. Whenever this authorizing Resolution is used to support the issuance of a Voucher Approval and subsequent warrants prior to Board review and approval of supporting documentation, such review of supporting documentation shall occur at the next regularly scheduled public meeting of the Board of Commissioners, subject to any Continuation of Government Resolution adopted by the Board, in which case the Board's review of the necessary supporting documentation may occur at its next special or emergency meeting. If the Board's

review of the supporting documentation does not occur at its next regularly scheduled public meeting or at a special or emergency meeting, called pursuant to a Continuation of Government Resolution within four weeks of Voucher Approval, such claim or claims shall be deemed disapproved and Section 3 shall apply.

Section 4. Upon review by the Board, if the Board disapproves one or more claims, the Auditing Officers shall jointly cause the disapproved claim or claims to be recognized (and shown on the District’s financial books and records) as accounts receivable of the District. They shall diligently pursue collection of such accounts receivable until the amounts are collected or until the Board is satisfied and approves such claims or claims.

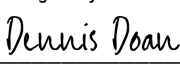
Section 5. The District shall continue all appropriate internal controls to properly implement this Resolution. Should any provision of this Resolution be deemed unenforceable, the remaining provisions shall remain in full force and effect and the offending provision shall be deemed severable.

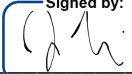
Section 6. This Resolution shall take effect immediately upon adoption, and this Resolution supersedes and repeals Resolution 2022-10.

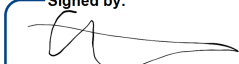
Approved at a regular meeting of the Board of Fire Commissioners, Pierce County Fire District No. 5, this 24<sup>th</sup> day of September, 2024.

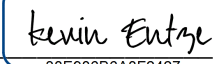
PIERCE COUNTY FIRE DISTRICT NO. 5

Attest:

Signed by:  
  
FD05A9A3C0B54D1...  
District Secretary

Signed by:  
  
1FCF7B4162474CD...  
Chairman

Signed by:  
  
17F3C30A328E488...  
Commissioner

DocuSigned by:  
  
38E986B6A8F2427...  
Commissioner

Signed by:  
  
3Q0BEFC856FF4C3...  
Commissioner

Signed by:  
  
87JC22A807FC4DD...  
Commissioner