



**Washington State Major League Baseball
Stadium Public Facilities District**

Conference Call:
Dial: 1-866-931-7845
Conf. Code: 152792

March 31, 2020, 10 A.M.

Due to the COVID-19 pandemic, the PFD will be holding this Special Meeting of the Board of Directors telephonically. Members of the public desiring to leave public comment should submit them to curtisi@ballpark.org prior to the meeting start time.

**SPECIAL BOARD MEETING NOTICE &
AGENDA**

- A. Call to Order / Welcome** (Chair, Stacy Graven)
- B. Public Comment** (any written public comment received prior to the meeting will be summarized and read aloud)
- C. Board Briefings and Potential Actions:**
 - 1. Introduction (Stacy Graven)
 - 2. Board discussion and vote

Proposed Resolution No. 20-002 – A RESOLUTION of the Board of Directors of the Washington State Major League Baseball Stadium Public Facilities District appointing the Executive Director as Auditing Officer of the District and authorizing the Executive Director to open a bank account for District payroll and secure a business credit card for District purposes.

- D. Adjournment**

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1 **March 31, 2020**

Proposed No.: 20-002

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3 RESOLUTION NO. __
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5 A RESOLUTION of the Board of Directors of the Washington State Major
6 League Baseball Stadium Public Facilities District appointing the Executive
7 Director as Auditing Officer of the District and authorizing the Executive
8 Director to open a bank account for District payroll and secure a business
9 credit card for District purposes.

10
11 WHEREAS, pursuant to the provisions of Chapter 36.100 RCW, as amended, the
12 Washington State Major League Baseball Stadium Public Facilities District (“District”) has
13 been created and possesses all the powers of a public facilities district; and

14 WHEREAS, the District makes periodic payments to its employees, contractors,
15 vendors, service providers, and others consistent with the Board of Directors (“Board”)
16 approved annual budget; and

17 WHEREAS, there may be circumstances when the Board does not meet prior to a
18 day in which it would need to approve vouchers for payment of the District’s warrants and
19 claims; and

20 WHEREAS, there is a need by the District to process warrants, make electronic
21 payments, pay its employees, and make purchases that facilitate the normal operations of
22 the District offices, all in a timely and consistent manner; and

23 WHEREAS, Resolution No. 20-001 ratified the hiring of Joshua Curtis as the
24 District Executive Director and delegated to him all powers of the office, including the
25 power to direct, administer and manage the affairs and general operations of the District;
26 and

27 WHEREAS, it would be of financial benefit and in the best interests of the District
28 to: i) appoint the Executive Director as an Auditing Officer to certify voucher approval
29 documents for the correct and certified submission of vouchers to the King County Finance
30 Office without awaiting a Board meeting to authorize specific payments; ii) authorize the
31 Executive Director to open a bank account for the purpose of processing payroll for District
32 employees; iii) secure a business credit card in order to efficiently carry out the business of
33 the District; and

34 WHEREAS, RCW 42.24.180 authorizes the issuance of warrants before approval of
35 the vouchers by the Board in order to expedite the payment of claims.

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NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM PUBLIC FACILITIES DISTRICT AS FOLLOWS:

Section 1. The Executive Director is hereby appointed as the Auditing Officer of the District, including for the purpose of authorizing the issuance of warrants and electronic transactions prior to Board approval.

Section 2. The Executive Director is hereby authorized to submit vouchers for payment and disbursement in accordance with Board resolutions prior to the Board taking action to approve said claims.

Section 3. The Executive Director is hereby authorized to open a bank account for the purpose of processing payroll for District employees.

Section 4. The Executive Director is hereby authorized to secure a business credit card with a credit limit of \$10,000 in the name of the District and use said credit card to make purchases necessary for the execution of District duties. The Executive Director may not exceed \$2,500 of expenditures in a 30-day period unless specifically authorized in writing by the Board Chair.

Section 5. The Executive Director is hereby authorized to take such administrative or other actions as necessary to implement the provisions of this resolution and the terms approved herein.

PASSED by a vote of 7 to 0 this 31st day of March, 2020.

BOARD OF DIRECTORS
WASHINGTON STATE MAJOR LEAGUE BASEBALL STADIUM
PUBLIC FACILITIES DISTRICT



Stacy Graven, Chair

ATTEST:



Clerk