

**RESOLUTION NO. 2022-02**

**A RESOLUTION OF THE BOARD OF HEALTH OF THE CHELAN-DOUGLAS HEALTH DISTRICT ESTABLISHING AUTHORIZED SPENDING LIMITS FOR THE DISTRICT ADMINISTRATOR AND FOR THE CHAIR AND VICE-CHAIR OF THE BOARD OF HEALTH.**

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Whereas, the Chelan-Douglas Health District (the "District") has been operating pursuant to various emergency protocols and procedures over the past several months due to the COVID-19 pandemic; and

Whereas, the Board of Health presently meets one time per month and it is anticipated that the one time per month meeting schedule will continue for the foreseeable future; and

Whereas, during the COVID-19 pandemic, in instances when a non-recurring expenditure must be made between Board of Health meetings, the District Administrator, Board Chair, and Vice-Chair have collectively determined whether to make those expenditures; and

Whereas, in other instances when expenditures are necessary, but do not meet each of the criteria for an emergency expenditure it is prudent for the District to make expenditures in order to move projects forward without gathering the Board of Health for a Special Meeting to approve those expenditures; and

Whereas, the Board of Health has ratified all such expenditures either by resolution or by approval of vouchers at Open Public Meetings over the past several months during the COVID-19 pandemic; and

Whereas, rather than approach the situation from a reactive perspective, the District Administrator, the Board Chair and the Board Vice-Chair propose establishing pre-approved spending limits as set forth in this Resolution; and

Whereas, the Board of Health concurs with the recommendation of the District Administrator, Board Chair, and Board Vice-Chair as set forth in this Resolution and finds that passage of this Resolution is in the best interest of the public health, safety, and welfare of the citizens of the District; now therefore,

**THE BOARD OF HEALTH OF THE CHELAN-DOUGLAS HEALTH DISTRICT HEREBY RESOLVES AS FOLLOWS:**

**Section 1. District Administrator Spending Authority.** The District Administrator is hereby authorized to spend up to \$25,000 on any single item expenditure the District Administrator deems necessary and appropriate for the District. Within five (5) weeks following any expenditure in excess of \$10,000 made pursuant to this Section of this Resolution, the District Administrator shall make a report to the Board of Health concerning the expenditure.

**Section 2. Board Chair and Vice-Chair Spending Authority.** The Board of Health hereby delegates to the Board Chair and Board Vice-Chair, acting together or individually, to authorize the District Administrator to spend up to \$75,000 on any single item expenditure the District Administrator deems necessary and appropriate for the District. Within five (5) weeks following any expenditure made pursuant to this Section of this Resolution, the District Administrator shall make a report to the Board of Health concerning the expenditure.

**Section 3. General Amendment.** All provisions of the District Code, existing Resolutions of the District Board of Health, and spending regulations approved by the District Board of Health or District staff are hereby amended to conform to the provisions of this Resolution which shall take precedence over any provisions of the aforementioned Code, Resolutions, or regulations that are in conflict herewith.

**Section 4. Severability.** If any section, sentence, clause, or phrase of this Resolution shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Resolution.

**Section 5. Effective Date.** This Resolution shall be effective immediately upon passage by the Board of Health.

Approved by the Board of Health at an  
Open Public Meeting the 24<sup>th</sup> day of  
January, 2022.

  
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KEVIN OVERBAY, BOARD CHAIR

ATTEST/AUTHENTICATED:

  
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LUKE DAVIES, CDHD ADMINISTRATOR