

RESOLUTION NO. 19-01
A RESOLUTION OF THE BOARD OF DIRECTORS AUTHORIZING USE OF
AUTOMATED CLEARING HOUSE (ACH) PAYMENTS AND REQUIRING ONE
SIGNATURE ON CHECKS ISSUED FOR RECURRING SERVICES PROVIDED
TO THE DISTRICT

WHEREAS, the Channel Islands Beach Community Services District (“District”) currently requires two signatures on checks for payments to vendors; and

WHEREAS, the District makes recurring monthly payments to several vendors which provide necessary services to the District; and

WHEREAS, the District would like to issue payments via ACH to expedite payment to avoid late charges and reduce staff time preparing payment; and

WHEREAS, the District would like to issue payments for regularly recurring services by check requiring only one signature; and


NOW THEREFORE RESOLVED, that the Board hereby authorizes the use of ACH payments and requires only one signature for checks issued for recurring payments for all vendor services contained in the attached hereto as Exhibit A and under the payment limit; and

IT IS FURTHER RESOLVED, that District staff will continue to submit payment with two authorized signatures for all vendor services not contained in Exhibit A.

Date: 7/16/19



KRISTINA BREWER
Channel Islands Beach Community Services District, Board President



BOB NAST
Channel Islands Beach Community Services District, Board Vice President



EXHIBIT A**RECURRING VENDOR SERVICES**

Service	Vendor	Monthly Average	Transaction Limit
Printer maintenance	Document Systems	\$68.00	\$100.00
Regulatory sampling	Fruit Growers Lab	\$300.00	\$400.00
DSL / Analog Phone	Frontier	\$145.00	\$175.00
Printing	ImageSource - Copier	\$250.00	\$350.00
Check courier	Pacific Couriers	\$206.00	\$300.00
Postage machine	Pitney Bowes	\$165.00	\$250.00
Local TV service	Spectrum TV	\$47.00	\$60.00
Internet service	Spectrum Broadband	\$125.00	\$200.00
Equipment/supplies	Ace Hardware	\$300.00	\$500.00
Printer leasing	Xerox Financial	\$261.00	\$350.00
Cell phones/service	AT&T	\$600.00	\$750.00
Laundry	Mission Linen	\$225.00	\$300.00
Electric service	Edison – Sewer Stations	\$1,500.00	\$1,800.00
Union dues	SEIU Local 721	\$167.50	\$250.00
Electric service	Edison Office	\$300.00	\$400.00
Health Premiums	ACWA - Health	\$1,000.00	\$1,500.00
Supplemental Insur.	Aflac	\$236.00	\$1,000.00
Alarm Service	Bay Alarm	\$300.00	\$400.00