

POLICY RESOLUTION NO. 2023-_____

**A RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF SHASTA
AMENDING ADMINISTRATIVE POLICY 2-201,
*AUTHORIZING THE COUNTY AUDITOR TO APPROVE CERTAIN CLAIMS***

WHEREAS, the Board of Supervisors adopted Administrative Policy 2-201, *Authorizing the Auditor to Approve Certain Claims* in order to efficiently and expeditiously process claims by delegating the approval authority for certain claims to the Auditor-Controller; and

WHEREAS, periodically the Board of Supervisors, upon recommendation of staff, amends the provisions of the County's Administrative Policy, to update various provisions to ensure compliance with state and federal laws, to conform to actual County practice, or to address new business needs; and

WHEREAS, previously each January, the Board of Supervisors would delegate authority for the Chairman of the Board, or his/her designee, to sign the weekly Claims List when no meeting was held; and

WHEREAS, the County desires to continue to make expeditious payments to vendors in an effort to keep its credit in good standing, to reduce the impact to our local agencies, and to minimize the potential for late fees or penalties; and

WHEREAS, County staff recommends an amendment to Administrative Policy 2-201, *Authorizing the County Auditor to Approve Certain Claims*, to include specific language in the Claims List section that will permanently delegate the authority for the Chairman of the Board, or his/her designee, to approve a Claims List when unauthorized charges related to an invoice are less than \$50,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Shasta amends in its entirety Administrative Policy 2-201, *Authorizing the County Auditor to Approve Certain Claims*, as attached hereto as Exhibit A which will authorize the Chairman of the Board, or his/her designee, to approve items on the Claims List when unauthorized charges related to an invoice are less than \$50,000.

NOW, THEREFORE, BE IT FURTHER RESOLVED that any Claims List approved by the Chairman of the Board, or his/her designee, is a public record and will be retained on file with the Clerk of the Board.

DULY PASSED AND ADOPTED this 19th day of December, 2023 by the Board of Supervisors of the County of Shasta by the following vote:

AYES: X
NOES: X
ABSENT: X

ABSTAIN: X
RECUSE: X

PATRICK JONES, CHAIRMAN
Board of Supervisors
County of Shasta
State of California

ATTEST:

DAVID A RICKERT
Clerk of the Board of Supervisors

By _____
Deputy