

## **EAST COLUMBIA BASIN IRRIGATION DISTRICT**

### **RESOLUTION 2026 - 03**

#### **Use of District Credit Cards**

**WHEREAS**, the Washington State Legislature has determined that the use of credit cards is a customary and economical business practice to improve cash management, reduce costs, and increase efficiency, and

**WHEREAS**, RCW 42.24.115 provides authority for irrigation districts to provide for the issuance of charge cards to officers and employees for purpose of covering expenses incidental to authorized travel; and

**WHEREAS**, RCW 43.09.2855 provides authority for irrigation districts to provide for the issuance of credit cards for official District purchases and acquisitions:

**NOW, THEREFORE, BE IT RESOLVED** that the Assistant Secretary-Treasurer of the District is authorized to execute a contract on behalf of the East Columbia Basin Irrigation District for the issuance by American Express Company (AMEX) of two District credit cards to be used as established in this Resolution.

**BE IT FURTHER RESOLVED** that Rosa Dekker, Assistant Secretary-Treasurer of the District, is authorized to obtain and utilize an AMEX District credit card for expenses incidental to authorized travel and for official District purchases and acquisitions provided the credit limit of the credit card issued to the Assistant Secretary-Treasurer shall not exceed \$350,000.00.

**BE IT FURTHER RESOLVED** that Kristine J. Robertson, Purchasing Agent of the District, is authorized to obtain and utilize an AMEX District credit card at the direction of the Treasurer for expenses incidental to authorized travel and for official District purchases and acquisitions provided the credit limit of the credit card issued to the Purchasing Agent shall not exceed \$10,000.00.

**NOW, THEREFORE, BE IT RESOLVED** that the President of the Board of Directors is authorized to execute a contract on behalf of the East Columbia Basin Irrigation District for the issuance by U.S. Bank of three District credit cards to be used as established in this Resolution.

**BE IT FURTHER RESOLVED** that Craig N. Simpson, Secretary-Manager of the District, is authorized to obtain and utilize a U.S. Bank District credit card for expenses incidental to authorized travel and for official District purchases and acquisitions provided the credit limit of the credit card issued to the Secretary-Manager shall not exceed \$25,000.00.

**BE IT FURTHER RESOLVED** that Rosa Dekker, Assistant Secretary-Treasurer of the District, is authorized to obtain and utilize a U.S. Bank District credit card for expenses incidental to authorized travel and for official District purchases and acquisitions provided the credit limit of the credit card issued to the Assistant Secretary-Treasurer shall not exceed \$1,500.00.

**BE IT FURTHER RESOLVED** that Kristine J. Robertson, Purchasing Agent of the District, is authorized to obtain and utilize a US Bank District credit card at the direction of the Treasurer for expenses incidental to authorized travel and for official District purchases and acquisitions provided the credit limit of the credit card issued to the Purchasing Agent shall not exceed \$5,000.00.

**BE IT FURTHER RESOLVED** that the liability for and payment of disallowed purchases, acquisitions and travel expenses incurred by a District official or employee through the use of District credit card shall be a personal liability and the District may withhold and offset against all funds payable or to become payable to such official or employee up to the amount of disallowed charges and interest at the same rate as charged by the company which issued the credit card.

**BE IT FURTHER RESOLVED** that cash advances on District credit cards shall be prohibited.

**BE IT FURTHER RESOLVED** that the Board of Directors of the District shall have unlimited authority to revoke any use of any District credit cards obtained pursuant to this Resolution.

**BE IT FURTHER RESOLVED** that Resolutions 86-11, 89-10, 96-06, 2006-08, 2007-04, 2011-12, 2017-06, 2019-12 and 2022-09 are hereby repealed and replaced with this Resolution.

**DULY ADOPTED** in Open Meeting, this 4th day of February, 2026.

**BOARD OF DIRECTORS:**

*Kevin Lyle*  
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*Kevin Swings*  
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*Dani Amick*  
\_\_\_\_\_  
*Keith Behr*  
\_\_\_\_\_  
*Jim W. Osborn*  
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(Seal)

ATTEST.

*[Signature]*  
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Secretary