

Resolution No. 04-06

**BROWN'S CREEK WATERSHED DISTRICT BOARD OF MANAGERS
RESOLUTION SUPPORTING THE CONSULTANT SERVICES POLICY**

Manager Kilberg offered the following resolution and moved its adoption, seconded by
Manager Johnson:

WHEREAS, the Brown's Creek Watershed District (BCWD) wishes to avoid unexpected and/or
unbudgeted District expenditures,


NOW THEREFORE, the Board of Managers of BCWD hereby adopts and puts into immediate effect a
policy prescribing when prior Board approval is needed for consultant services.

On the question of adoption of the resolution there were 4 yeas and 0 nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
GORDON	✓		
JOHNSON	✓		
KILBERG	✓		
LEISER	✓		
MEDINGER			✓

Upon vote, the Chair declared the resolution adopted.

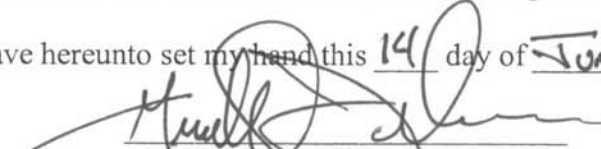
DATED: June 14, 2004.


Gerald Johnson, Secretary

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I, Gerald Johnson, Secretary of the Brown's Creek Watershed District Board of Managers,
hereby certify that I have compared the above resolution with the original thereof as the same appears of
record and on file with the District and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 14 day of June, 2004.


Gerald Johnson, Secretary

THE BROWN'S CREEK WATERSHED DISTRICT

POLICY STATEMENT

Consultant Services Request Policy

Purpose: this policy establishes the criteria of when specific Board approval is needed for consultant services to avoid unexpected and/or unbudgeted District expenditures.

Implementation: Whenever a Board Manager or District Administrator requests a service from a District consultant that is outside the scope of:

- a) the consultant's retainer,
- b) a previously Board approved project, or
- c) billable permit activity,

the District consultant will notify the Board Manager or Administrator that the request is outside the current scope of services and will prepare an estimate of services and possible billable hours for Board approval prior to providing the service.