

Jefferson County  
Board of Commissioners  
Agenda Request

**To:** Board of Commissioners  
Philip Morley, County Administrator

**From:** Frank Gifford, Public Works Director *FM*

**Agenda Date:** June 10, 2013

**Subject:** Signature Authority for Public Works Trust Fund Loan Disbursement Requests

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**Statement of Issue:** Jefferson County Public Works entered into a Public Works Trust Fund (PWTF) loan contract with the State Public Works Board for \$10M as part of the funding and financing plan for the Port Hadlock Wastewater Facility project. Each loan disbursement request requires signature from an official of the County with authority to bind the County.

For efficiency in processing these loan disbursement requests, Public Works requests that the Board identify the Public Works Director and the County Administrator as individuals with authority to sign the disbursement request form.

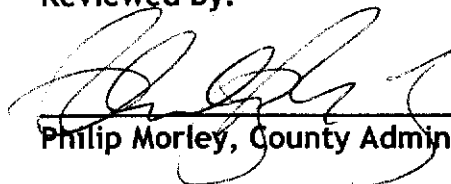
**Analysis/Strategic Goals/Pro's & Con's:** The PWTF is being used to reimburse the County for Port Hadlock Wastewater Facility project costs. Disbursement vouchers may be submitted monthly.


**Fiscal Impact/Cost Benefit Analysis:** The 2012 PWTF Loan amount is \$10,000,000. The loan terms are 35 years (5-year payment deferral + 30-year payment schedule including interest accrued during deferral period) at 0.5% interest. Payment on loan disbursements begins June 1, 2017.

**Recommendation:** Jefferson County Public Works recommends that the Board sign the attached Signature Authorization Form and return a copy to Public Works.

**Department Contact:** Joel Peterson, 385-9173

**Reviewed By:**

  
Philip Morley, County Administrator

  
Date

# Signature Authorization

## Public Works Trust Fund Loan Disbursements

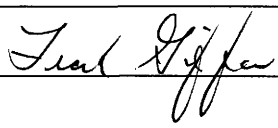
### Jefferson County

**Project Name:**  
Port Hadlock Wastewater Facility  
Jefferson County Public Works

**Contract Number:** PC12-951-052  
Public Works Trust Fund  
Department of Commerce

- PLEASE SIGN THIS FORM IN INK
- ALL SIGNATURES MUST BE ORIGINALS AND ON ONE PAGE

1. Authorized to Sign Contracts, Amendments and Loan Agreements: Identifies the person(s) who are authorized to sign contracts, loan agreements, and amendments or modification to those documents.		
Signature	Print or Type Name	Title
	John Austin	County Commissioner, Chairman

2. Authorized to Sign Invoice Vouchers: Identify the person(s) who are authorized to sign invoice vouchers requesting COMMERCE funds. <i>If your name appears in Section 3 -- do not list your name in this Section 2.</i>		
Signature	Print or Type Name	Title
	Philip Morley	County Administrator
	Frank Gifford	Public Works Director

3. Authorizing Authorities: Identify the persons who authorized the individuals identified in Sections 1 & 2 above to sign.		
Signature	Print or Type Name	Title
	John Austin	County Commissioner, Chairman
	Phil Johnson	County Commissioner
	David Sullivan	County Commissioner