

RESOLUTION NO. 694

A RESOLUTION ALLOWING THE CITY TO OBTAIN A BANK CARD FOR EXPENDITURES ON OFFICIAL CITY BUSINESS TRIPS; LIMITING WHICH EMPLOYEES SHALL BE ALLOWED TO UTILIZE SAID CARD; AND SETTING EXPENDITURE LIMITS.

WHEREAS, from time to time City employees are required to travel on official City business and incur expenses, and

WHEREAS, a bank card will allow an easier means of paying for these expenses and will provide a more explicit audit trail of these expenses, and

WHEREAS, it may be desirable to limit those employees having access to use of said bank card, and

WHEREAS, it may also be desirable to set expenditure limits in use of said card.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PRINEVILLE, OREGON, as follows:

Section 1. The City shall be allowed to enter into an agreement with a local bank for a bank card.

Section 2. Use of said card shall be limited to those persons who are covered either by individual or blanket surety bonds.

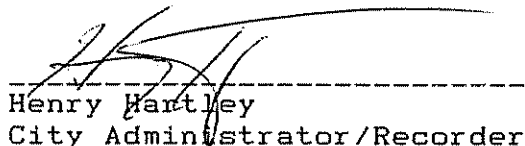
Section 3. Expenditure limits allowed per person or card shall be governed by the amount of the surety bond, but in no case shall the limit exceed \$5,000.

Section 4. The City Administrator shall have the authority in determining to whom a card may be issued and the particular spending limit for a trip, within the guidelines stated in Sections 2 and 3, above.

Approved by the City Council this 23rd day of January, 1990.

Signed by the Mayor this 23rd day of January, 1990.

  
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Stephen P. Uffelman, Mayor

  
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Henry Hartley  
City Administrator/Recorder