

RESOLUTION NUMBER: 2026-06

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE
A VILLAGE PURCHASING CREDIT CARD USAGE POLICY FOR VILLAGE
PERSONNEL WHO ARE AUTHORIZED TO MAKE PURCHASES ON BEHALF OF
THE VILLAGE**

WHEREAS, the Village of Poplar Grove, Illinois (“Village”) authorizes employees of the Village to procure goods and services on behalf of the Village; and

WHEREAS, the adoption of a Purchasing Credit Card Usage Policy (“Policy”) will establish clear and consistent purchasing procedures when using a Village-issued Purchasing Credit Card; and

WHEREAS, the Village has reached an accord as to the terms and conditions upon which Village personnel will be authorized to use Purchasing Credit Cards and have memorialized the same in the agreement attached hereto as Exhibit A and incorporated herein (“Policy”); and

WHEREAS, the Village has determined it is in the best interest of the Village and its citizens to enter into the Agreement.

NOW THEREFORE, BE IT RESOLVED by the Village Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.
1. The Village hereby accepts and approves the Policy attached hereto as Exhibit A, or one in substantially similar form.
2. The Village President and Village Clerk are hereby authorized to execute and attest the Agreement.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2026

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2026

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A- POLICY