



CITY COUNCIL AGENDA ITEM

SUBJECT: Purchasing Card Policy Revision

AGENDA SECTION: *(check all that apply)*

☒ **PRESENTATION** ☐ **PUBLIC HEARING** ☐ **CONSENT AGENDA** ☐ **OLD BUSINESS**
☐ **NEW BUSINESS** ☐ **OTHER, PLEASE STATE:** [Click or tap here to enter text.](#)

CATEGORY: *(check all that apply)*

☐ **ORDINANCE** ☐ **RESOLUTION** ☐ **CONTRACT** ☒ **POLICY** ☐ **STATUS REPORT**
☐ **OTHER, PLEASE STATE:** [Click or tap here to enter text.](#)

ACTION REQUESTED: ☐ **DECISION** ☒ **DISCUSSION**, ☐ **REVIEW**, or ☐ **UPDATE ONLY**

Previously Heard Date(s): [Click or tap to enter a date.](#) & [Click or tap to enter a date.](#)

Current Work Session: [Click or tap to enter a date.](#)

Current Council Meeting: Wednesday, September 14, 2022

SUBMITTED BY: Gia Scruggs, Finance Director

PRESENTER: Gia Scruggs

PURPOSE: Staff reviewed the policy since the last revision back in February 2022. After the Financial Oversight Committee was presented with the Purchasing card policy at the August 17, 2022, there was a discussion regarding possible revisions to the purchasing card policy.

FACTS: The Finance director is presenting proposed changes to the Purchasing Card Policy for discussion with the City Council.

OPTIONS: Discussion only [Click or tap here to enter text.](#)

RECOMMENDED ACTION: Discussion only [Click or tap here to enter text.](#)

ATTACHMENTS:

- (1) Attachment 1 - Draft Purchasing Card Policy Revisions
- (2) Attachment 2 - Purchasing Card Revision Chart
- (3) Attachment 3 - [Click or tap here to enter text.](#)



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- (4) Attachment 4 - Click or tap here to enter text.
- (5) Attachment 5 - Click or tap here to enter text.