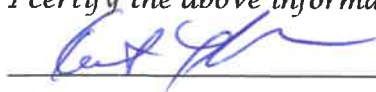


Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: 8/06/2019	PREPARED BY: Shirley Jones
Meeting Date Requested: 8/13/2019	PRESENTED BY: Keith Johnson
ITEM: (Select One) <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Brought Before the Board Time needed:	
SUBJECT: Establishing department credit limits for the Umpqua Bank Purchase Card program.	
FISCAL IMPACT: There will be no cost to use the Umpqua program.	
BACKGROUND: The revised Purchasing Card Policy reflects a new maximum credit amount per Franklin County Department of \$7,500. Previous resolutions granting PCards and credit cards will be rescinded and replaced with the amounts as indicated in the updated policy or the individual departments listed below. Any department showing a need for additional credit may bring their request to the board for consideration. The following departments have requested and demonstrated a need for higher credit limits: <ul style="list-style-type: none">• Sheriff's Department \$20,000• Corrections Department \$20,000• Information Services \$15,000• Administration (includes Commissioners) \$15,000• Public Works Department \$20,000	
RECOMMENDATION: <ul style="list-style-type: none">• Approval of Resolution No. 2019-_____.• Rescind Resolution Nos. 2009-417, 2009-432, 2010-023, 2011-254, 2011-255, 2011-374, 2013-062, 2015-038, 2015-064, 2015-165, 2015-183, 2015-294, 2015-358, 2016-376, 2018-349 and 2019-051.	
COORDINATION: Commissioners Office: Keith Johnson Treasurer's Office: Josie Koelzer and Russ Stetskiy Auditor's Office: Jeff Burckhard	
ATTACHMENTS: (Documents you are submitting to the Board) ASR/Resolution setting individual Franklin County Department credit limits on PCards	
HANDLING / ROUTING: (Once document is fully executed it will be imported into Document Manager. Please list <u>name(s)</u> of parties that will need a pdf) Treasurer Auditor	

I certify the above information is accurate and complete.



Keith Johnson, Administrator

FRANKLIN COUNTY RESOLUTION NO. _____

BEFORE THE BOARD OF COUNTY COMMISSIONERS, FRANKLIN COUNTY, WASHINGTON

AUTHORIZING THE FRANKLIN COUNTY SHERIFF'S, CORRECTIONS, INFORMATION SERVICES, ADMINISTRATION AND PUBLIC WORKS DEPARTMENTS TO OBTAIN DEPARTMENT PURCHASE CARD LIMITS ABOVE THE PURCHASING CARD POLICY LIMIT WITH UMPQUA BANK

WHEREAS, pursuant to *RCW 43.09.2855* local governments are authorized to use credit cards for official government purchases and acquisitions; and

WHEREAS, the Sheriff's, Corrections, Information Services, Administration and Public Works Departments desire to obtain a business credit card (purchase card) for office-related expenses and official travel expenses; and

WHEREAS, the Franklin County Purchasing Card Policy limits departments to a \$7,500 limit; and

WHEREAS, the Board desires to set a \$20,000 limit to the Sheriff's, Corrections and Public Works Departments and a \$15,000 limit to Information Services and Administration (includes Commissioners) as the purchase card department limits; and

WHEREAS, pursuant to *RCW 36.01.010* and *RCW 36.32.120* the legislative authority of each county is authorized to enter into contracts on behalf of the county and have the care of county property and management of county funds and business; and

WHEREAS, the Board of County Commissioners constitutes the legislative authority of Franklin County and desires to authorize those limits for County charge card services as being in the best interest of Franklin County;

NOW, THEREFORE, BE IT RESOLVED the Franklin County Board of Commissioners hereby authorizes the \$20,000 limit to the Sheriff's, Corrections and Public Works Departments and the \$15,000 limit to Information Services and Administration (includes Commissioners) as the purchase card department limits.

APPROVED this 13th day of August 2019.

**BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON**

Chairman

Attest:

Chairman Pro Tem

Clerk to the Board

Member