

Resolution NO. 21-19

A RESOLUTION TO AMEND THE CREDIT CARD/PURCHASING CARD POLICIES AND PROCEDURES

Be it RESOLVED by the Council of the City of Hillsboro, Ohio that:

SECTION ONE:

The City's Credit Card/Purchasing Card Policies and Procedures is amended as follows:

- Under **Cardholder**: Add "Any City department head or their delegate is authorized to use the credit card. The credit will be signed out/in and will be returned no later than the close of business the day it is signed out. Turn in extensions can be made for emergencies with the approval of the fiscal officer."

SECTION TWO:

This Resolution shall become effective upon passage by a majority of Council and approval by the Mayor.

Passed: 4-12-2021

President: 

Attested: Kimberly Newman, Clerk

Approved: 

, Mayor Date: 4-12-21