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**2020-09 RESOLUTION FOR "AUTHORITY TO MANAGE THE DISTRICT'S CREDIT CARD PROGRAM AND EXPENDITURE LIMIT FOR THE GENERAL MANAGER"**

**WHEREAS:** the Rivergrove Water District is aware the organization would benefit if a policy of management, authorization and control of District employees' use of the company credit card is adopted,

**WHEREAS:** the Rivergrove Water District recognizes that with a limited staff of less than five employees the General Manager is charged with the authority to govern the District's Credit Card Program and must be ever vigilant in fulfilling this responsibility,

**WHEREAS:** the General Manager shall have the primary responsibility to pay vendors as well as purchase and pay for other expenses on behalf of the Rivergrove Water District,

**THEREFORE, BE IT RESOLVED** that the Rivergrove Water District charges the General Manager with full authority to govern the District's Credit Card program to include authorizing and revoking an employees' access, establishing a spending limit up to \$500 per employee and further granting the General Manager a company credit card with a monthly spending limit of \$7,500.

This Resolution moved by **Commissioner** Johnson.

Seconded by **Commissioner** Patterson.

Adopted by the Board of Commissioners of the Rivergrove Water District this 26th day of **October 2020**, by the following vote:

Ayes: **Commissioner** Roth, **Commissioner** Johnson,  
**Commissioner** Magura, **Commissioner** McDowell,  
**and Commissioner** Patterson.

Nays: None.

Signed Christine K. Roth  
Christine K. Roth, Chair

Attest Lawrence M. Magura  
Lawrence M. Magura, Treasurer