

RESOLUTION AUTHORIZING INCREASE IN ANNUAL CREDIT CARD USAGE LIMIT FOR THE ASHTABULA COUNTY PLANNING AND DEVELOPMENT OFFICE, IN ACCORDANCE WITH THE ASHTABULA COUNTY CREDIT CARD USAGE POLICY, SECTION 8.10 OF THE ASHTABULA COUNTY PERSONNEL MANUAL

WHEREAS, in accordance with Ohio Revised Code Section 301.27, on August 2, 2016 by Resolution 2016-204 the Ashtabula County Board of Commissioners established a Credit Card Usage policy; and

WHEREAS, said policy being amended on August 30, 2017 by Resolution No. 2017-246 , and amended and replaced by Resolution 2024-197 on April 9, 2024; and

WHEREAS, on January 5, 2023 by Resolution No. 2023-13, authorization was granted to county departments for the use of county credit cards with limits established and users approved; and

WHEREAS, it has come to the attention of this Board of Commissioners that the Ashtabula County Planning and Development Office has requested an increase in the credit card limit due to staff attending a variety of meetings throughout the year, as follows:

Planning and Development from \$3,000 to \$6,000

WHEREAS, this Board of Commissioners hereby approves the increase to the credit card limit as outlined above; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the annual credit card limit for the County Planning and Development Office is hereby increased as outlined above.

**ASHTABULA COUNTY COMMISSIONERS
CERTIFICATION PAGE**

Resolution No. 2024-288

June 04, 2024

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Upon the motion of J.P. Ducro IV, seconded by Casey R. Kozlowski.

VOTE:

**Kathryn L. Whittington
J.P. Ducro IV
Casey R. Kozlowski**

**Aye
Aye
Aye**

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



Lisa Hawkins, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio

Planning and Development
Planning
Solid Waste Management District
Community Development



Board of Commissioners
Casey Kozlowski
J.P. Ducro IV
Kathryn L. Whittington

5/24/24

Board of Commissioners
25 W Jefferson Street
Jefferson, Ohio 44047

RE: Recommendation for Increase of Credit Card Limit – Department of Planning and Development

Commissioners:

With the recent County credit card policy changes, our office seeks to increase the credit card limit from \$3000 to \$6000. This will allow our staff to attend a variety of meetings throughout the year and charge the county-related costs associated with that travel on the credit card.

I am available to meet with you to discuss this recommendation if desired.

Respectfully,

A handwritten signature in blue ink that reads 'Jake Brand'.

Jake Brand, Director

CC: Janet Discher, County Administrator

Enclosure