

RESOLUTION NO. 2015-119

AUTHORIZING ADDITIONAL EMPLOYEES AND POSITIONS DESIGNATED TO USE PURCHASING CARDS

WHEREAS, the Board of Trustees adopted Resolution 2003-064 on May 20, 2003, authorizing the use of Purchasing Cards for designated employees and positions; and

WHEREAS, the Board of Trustees amended Resolution 2003-064 pursuant to Resolutions 2006-052 on March 21, 2006, 2008-058 on April 15, 2008, 2009-111 on December 15, 2009, 2001-027 on March 22, 2011, 2011-117 on December 20, 2011 and 2013-125 on December 17, 2013 authorizing additional employees and positions designated to use Purchasing Cards; and

WHEREAS, the General Manager/Secretary-Treasurer has determined that authorizing additional positions and employees to use Purchasing Cards would enhance the efficiency of the Authority's operations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the following additional positions and employees are designated to use Purchasing Cards.

<u>Position</u>	<u>Employee</u>
Administrative Assistant	Sandra Bell
Commander-Transit Police	Michael Gettings
Commander-Transit Police	Sean O'Neil
Commander-Transit Police	Quenton Jordan
Manager, Asset & Configuration Management	Terrence Boylan
Manager, Claims	George Capellas
Manager, Intelligent Transportation Systems	Michael Lively
Office Manager	Juliana Schultz
Transit Police Officer – K-9 Team	Vacant

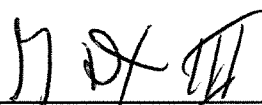
Section 2. That this list of positions and employees is an addition to all prior resolutions referred to in this section.

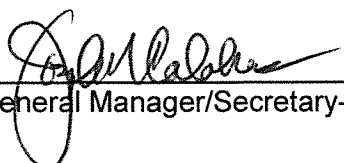
Section 3. That these modifications included in this resolution are effective January 1, 2016.

Section 4. That beyond these modifications, Resolution 2003-064 remains unchanged.

Section 5. That this resolution shall become effective immediately upon its adoption.

Adopted: December 15, 2015

  
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President

Attest:   
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CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority  
**STAFF SUMMARY AND COMMENTS**

TITLE/DESCRIPTION:  ADDITIONAL POSITIONS AND EMPLOYEES FOR PURCHASING CARDS	Resolution No.: 2015- 119
	Date: December 10, 2015
	Initiator: Finance & Administration Division
ACTION REQUEST: X Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 PURPOSE/SCOPE: This Resolution will add additional positions and employees to those designated to use Purchasing Cards.
- 2.0 DESCRIPTION/JUSTIFICATION: This action will increase the number of positions and employees designated to use Purchasing Cards to purchase items in accordance with the Procurement Policy. This addition will allow for use of Purchasing Cards by additional employees in several Authority departments.
- 3.0 PROCUREMENT BACKGROUND: Does not apply.
- 4.0 DBE/AFFIRMATIVE ACTION BACKGROUND: Does not apply.
- 5.0 POLICY IMPACT: This action is consistent with the Procurement Policy, which allows for use of Purchasing Cards for purchases not exceeding the small purchase limit.
- 6.0 ECONOMIC IMPACT: All Purchasing Card transactions will be funded from the user department's annual budget allocation.
- 7.0 ALTERNATIVES: Reject this Resolution. Rejection of this Resolution would prevent the use of Purchasing Cards by additional employees.
- 8.0 RECOMMENDATION: It is recommended that the Resolution to designate additional positions and employees to use Purchasing Cards be accepted and the Resolution passed.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

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CEO, General Manager/Secretary-Treasurer