

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

February 13, 2020

FROM: Roxana Hahn, Chief Financial Officer

SUBJECT: Resolution 2020-04, Credit Card Authorization

RECOMMENDATION: Motion to adopt Resolution 2020-04 and authorize Chairman and Clerk to sign.

BACKGROUND: Changes in staff have caused us to make minor changes to the list of Authorized Users of the Authority's corporate credit card and their corresponding limit.

Please see the attached Resolution 2020-04 for your adoption. This resolution will supersede and replace all previous versions as cited in the resolution.

Authorized Users are typically Authority managers and key personnel who use the credit card to conduct the business of the Authority through the payment of travel and meeting expenses and the purchase of certain supplies. Each user is required to sign a Credit Card Agreement and Authorization concerning the conditions to use of the card. All users listed on this Resolution have signed the agreement.

FINANCIAL DATA: Not applicable

REVIEW BY OTHERS: Gwen Balk, Robert Olislagers

PRESENTERS: Roxana Hahn

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Bagnato	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Baker	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Holen	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>