

STATE OF GEORGIA

COUNTY OF CLAYTON

RESOLUTION NO. 2023-78

A RESOLUTION AMENDING RESOLUTION NO. 2022-193 TO ALLOW FOR A SECOND ALTERNATE COUNTY CREDIT CARD ACCOUNT FOR TRAINING AND TRAVEL DUE TO REOCCURRING FRAUD AND NEED TO REISSUE CARDS; TO EXPAND THE CREDIT CARD LIMIT, NOT TO EXCEED \$100,000.00; TO ALLOW FOR LIMITED PURCHASE OF ITEMS AND/OR SERVICES THAT MUST BE PAID VIA CREDIT CARD WITH THE AUTHORIZATION OF THE COO AND CFO; TO AUTHORIZE THE CHAIRMAN TO EXECUTE ANY NECESSARY DOCUMENTS AND TO OTHERWISE PERFORM ALL OTHER ACTS NECESSARY TO ACCOMPLISH THE INTENT OF THIS RESOLUTION; TO AUTHORIZE THE CHIEF FINANCIAL OFFICER TO AMEND THE BUDGET WHERE NECESSARY TO REFLECT AN APPROPRIATE REVENUE SOURCE AND EXPENSE, ALL AS MAY BE REQUIRED; TO PROVIDE AN EFFECTIVE DATE OF THIS RESOLUTION; AND FOR OTHER PURPOSES.

WHEREAS, in Resolution 2022-193, which amended Resolutions 2013-135 and 2020-47, respectively, Clayton County (“County”) has previously identified the need to obtain a credit card (“County credit card”), which will allow the Finance Department to make purchases for officials and employees in a timely and cost-efficient manner; and

WHEREAS, the Board of Commissioners recognized in Resolution 2022-193 that the County credit card will be limited to \$30,000.00 for Travel and Training purposes, with an emergency purchases limit of \$50,000.00, and the total expenses not exceeding the \$65,000.00 credit card limit; and

WHEREAS, since the onset of the COVID-19 pandemic, many of the County

suppliers or items and services no longer accept purchase orders as a form of payment, and require payment via credit card, which has caused several employees to use personal credit and debit cards for County purchases, and for said employees to be reimbursed; and

WHEREAS, the foregoing County currently only has one County credit card account, with Wells Fargo, the County's current banking service provider; and

WHEREAS, the County credit card has sustained fraudulent charges, requiring the County credit card to be canceled and another card issued, thereby causing disruption in County staff traveling and payment of hotel rooms and other travel related items; and

WHEREAS, the County Finance Department recommends amending Resolution 2022-193 by allowing for a second County card account for Traveling and Training purposes; and

WHEREAS, the County Finance Department further recommends amending the aforementioned resolution for the purpose of allowing the limited purchase of items and services that require payment in the form of a credit card; and

WHEREAS, the County Finance Department also recommends that both the existing County credit card account, and the second proposed credit card account, be limited to a combined credit limit of \$100,000.00; and

WHEREAS, there will be no budgetary impact to neither adding a second County credit card account, nor increasing the Travel and Training expenses and limited items and services purchasing limit on the County credit card; and

WHEREAS, the Board of Commissioners deems it in the best interest of Clayton County and the County will best be served by amending Resolution 2022-193 to provide for a second Clayton County credit card account for Travel and Training purchases with Wells Fargo, the County's current banking service provider, and to allow both County credit cards to also be used for the purchase of limited items and services where such supplies require credit card payment, with both County credit cards having a combined purchase limit of

\$100,000.00, and with the total expenses not exceeding the \$100,000.00 credit card limit, for the stated reasons.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
CLAYTON COUNTY, GEORGIA, AND IT IS HEREBY RESOLVED

Section 1. The Board of Commissioners hereby amends Resolution 2022-193 to provide for a second Clayton County credit card account for Clayton County employees Travel and Training purchases with Wells Fargo, the County's current banking service provider. Further, both Clayton County credit cards shall be authorized for the use of purchasing limited items and services needed by Clayton County where such suppliers require credit card payment. Both Clayton County credit cards together shall have a combined purchase limit of \$100,000.00, with the total expenses not exceeding the \$100,000.00 credit card limit. The Board authorizes the Chief Financial Officer to amend the Budget as needed to reflect an appropriate revenue source and expense, all as may be required.

Section 2. This Resolution shall be effective on the date of its approval by the Board of Commissioners.

(SIGNATURES LOCATED ON THE FOLLOWING PAGE)

SO RESOLVED, this 4th day of April, 2023.

CLAYTON COUNTY BOARD OF COMMISSIONERS



JEFFREY E. TURNER, CHAIRMAN



FELICIA FRANKLIN, VICE-CHAIR



ALIEKA ANDERSON, COMMISSIONER



GAIL HAMBRICK, COMMISSIONER



DEMONT DAVIS, COMMISSIONER

ATTEST:



COURTNEY RUSHIN, CLERK