



PROPOSED AGENDA ITEM

MEETING DATE: September 22, 2011

SUBJECT: VISA procurement card- Dan Lasher

DESCRIPTION:

Policy 625-Procurement Cards authorize the use of procurement cards for permissible purchases and vendor payments according to the user agreement rules and practices.

The VISA Card to be issued to Dan Lasher, M-2 maintenance staff, with a monthly spending limit of \$2,500 for the main purpose of purchasing fuel and supplies

RECOMMENDATION:

Motion to approve issuing a VISA procurement card to Dan Lasher, M-2 maintenance staff, with a monthly spending limit of \$2,500