

**Minutes  
Budget Committee  
September 7, 2006**

Mr. Graham called the meeting to order at 10:35 a.m. Present were:

**Committee Members**

Mr. Jim Graham, Chair  
Mr. Gordon Linton, Vice Chair  
Mrs. Gladys Mack  
Mr. Charles Deegan  
Mr. Christopher Zimmerman  
Mr. Raymond Briscuso  
Mr. Dana Kauffman

**Other Board Members Present**

Mrs. Catherine Hudgins  
Mr. Marcell Solomon

**Approval of Agenda**

The Agenda was approved.

**Approval of Minutes**

Mr. Deegan moved approval of the minutes; Mrs. Mack seconded. The minutes were approved unanimously.

**Information Items**

**A. CIP Prioritization Policy**

**B. Fiscal 2008 Budget Work Session**

The information items were not discussed. Mr. Graham requested that staff bring only action items to the Committee.

**Action Items**

**A. Contract Awards**

Staff presented the existing Board thresholds for procurements requiring Board action, and a proposal to streamline the process by allowing all contracts funded within Board approved operating or capital budgets to be exempt from further Board approval. Mr. Kauffman modified the proposal and the resolution to require contracts over \$1 million to continue to require Board approval, and to institute a one-year trial period for the new policy. The Board will continue to approve multiple contracts to the same vendor that exceed \$1 million. Mr. Kauffman moved approval of the amended resolution, Mrs. Mack seconded, and the motion as amended was approved unanimously.

## **B. Approve Changes to Authority Policy for Use of Credit Cards**

Staff presented an overview of the current Purchase Credit Card Program and provided recommendations for expanding the program and streamlining the procedures. The Committee discussed the recommendation to allow a small number of designated buyers and ordering officers to have purchasing authority of up to \$100,000. Mr. Kauffman modified the proposal to include the ability to lock cards to specific vendors. He also requested a list of the job positions with up to \$100,000 purchasing authority. Mr. Deegan moved approval of the amended recommendation, Mr. Linton seconded, and the motion was approved. Mr. Graham voted no and Mrs. Mack voted present.

## **C. Implement Saturday Service on Metrobus Route 22A**

Mr. Zimmerman moved approval of the recommendation, Mr. Deegan seconded, and the motion was approved unanimously.

The meeting was adjourned at 11:35 a.m.